



## **GUIDE FOR INTERNATIONAL STUDENTS 2009/2010**

ECTS Information Package

Karlstad University

# WELCOME TO KARLSTAD UNIVERSITY

It is a pleasure to welcome you to Karlstad University, a young university in a dynamic phase of development. We want you to experience a very good education, friendly fellow-students, inspiring teachers, and a stimulating environment in the library, lecture halls, labs and group rooms.

A study period in Karlstad will give many opportunities for personal challenge and growth. You will acquire new knowledge, new perspectives and make friends for life.

You will also be an important person on campus. You will bring your experience to us and our students and help make our campus a meeting-place for different experiences, languages, and cultures.

We also welcome you to experience a student-friendly city and an attractive region, which support students in many ways, not least in finding accommodation. But above all, you will find that Karlstad and the Värmland region have a lot to offer: beautiful nature, sports facilities and events, and a rich culture of art, music, and literature. It is also a comparatively safe part of the world to live in.

A handwritten signature in black ink, appearing to read 'Kerstin Norén', with a stylized, cursive script.

Kerstin Norén  
Rector

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## STUDENT COUNSELLORS

The Student Counsellors offer advice and guidance to present and prospective students on a variety of issues and questions. For more information, see [www.kau.se/education/counsellors](http://www.kau.se/education/counsellors)

# ACADEMIC CALENDAR

## SEMESTERS

The academic year is divided into two semesters:

Autumn semester 2009: August 24, 2009 - January 24, 2010

Spring semester 2010: January 25, 2010 - June 13, 2010

## APPLICATION DEADLINE

For single subject courses (autumn semester 2009)

**April 15, 2009**

For single subject courses (spring semester 2010)

**October 15, 2009**

For master programmes (autumn semester 2009)

**January 15, 2009 (non-exchange students)**

**February 1, 2009 (exchange students)**

For summer courses (summer 2009)\*

**March 15, 2009**

\* Please note that most of the summer courses are instructed in Swedish.

**Late applications are not accepted.**

## ARRIVAL

Autumn semester 2009: August 14-17, 2009

Spring semester 2010: January 17-18, 2010

## ORIENTATION PROGRAMME

Autumn semester 2009: August 18-20, 2009

Spring semester 2010: January 19-21, 2010

# KARLSTAD UNIVERSITY

The city of Karlstad has a tradition of learning that goes back to the mid-1800s when the Teacher Training College was founded. Karlstad University, which was granted university status in 1999 by the Swedish State, developed out of the amalgamation in 1977 of the Teacher Training College and Karlstad University College, a Gothenburg University affiliation, set up in 1967.

Karlstad University is a vibrant education and multidisciplinary research community of about 10,000 students and 270 doctoral students. The University employs about 1,000 staff, 70 percent of whom are highly qualified lecturers and researchers. A friendly and open atmosphere is fostered among students, staff, and local and international partners.

Unlike many traditional universities, Karlstad University is a single-campus university, something which supports integration, academic border-crossings, and exchange of ideas, all of which take place in extremely attractive and modern learning environments.

The University is located in suburban surroundings close to nature about 7 km from the city centre in the region of Värmland. The region is noted for its beautiful scenery and rich cultural heritage. Situated on the northern shore of Lake Vänern, Karlstad is ideally placed in central Sweden with convenient access to the major urban centres of Stockholm, Gothenburg, and Oslo, by car, bus, train, or air.

## EDUCATION

The University currently offers about 50 Bachelor's degree programmes, 30 Master's level degree programmes and 900 courses in the humanities and fine arts, social and economic sciences, natural sciences, engineering and technology, health care and teacher training. The degree programmes take at least three years and lead to a bachelor's degree, a master's degree, or a professional degree in, for instance, teaching, engineering, or nursing. At present, several master programmes and

more than 100 courses are offered in English. To make education accessible to more people, the University also invests in distance education with electronic communication.

In 1999, when the former Karlstad University College received university status, doctoral programmes were introduced. Today, doctoral degrees are awarded in as many as 26 disciplines.

## RESEARCH

Research has grown rapidly in recent years with a steady increase in funding. To meet future demands for sustainable development, much research at the University is multidisciplinary, and the ambition is to further develop its leading research fields, notably communication and services, pulp, paper and surface treatment, printing technology, packaging, the environment, tool materials, education, working life science, tourism and leisure, and gender relations.

## UNIVERSITY AND SOCIETY

Karlstad University enjoys strong local and regional support, not least from the municipality of Karlstad. The University is central to regional development, and contributes nationally and internationally to the generation of knowledge. Since the establishing of an external liaison office, contacts with industry and the community have intensified. Close contact is also maintained with many universities and research institutes through a wide range of national and international projects and activities. Our ambition is to become one of the top universities in Europe in terms of cooperation with external partners, actors, and institutions.

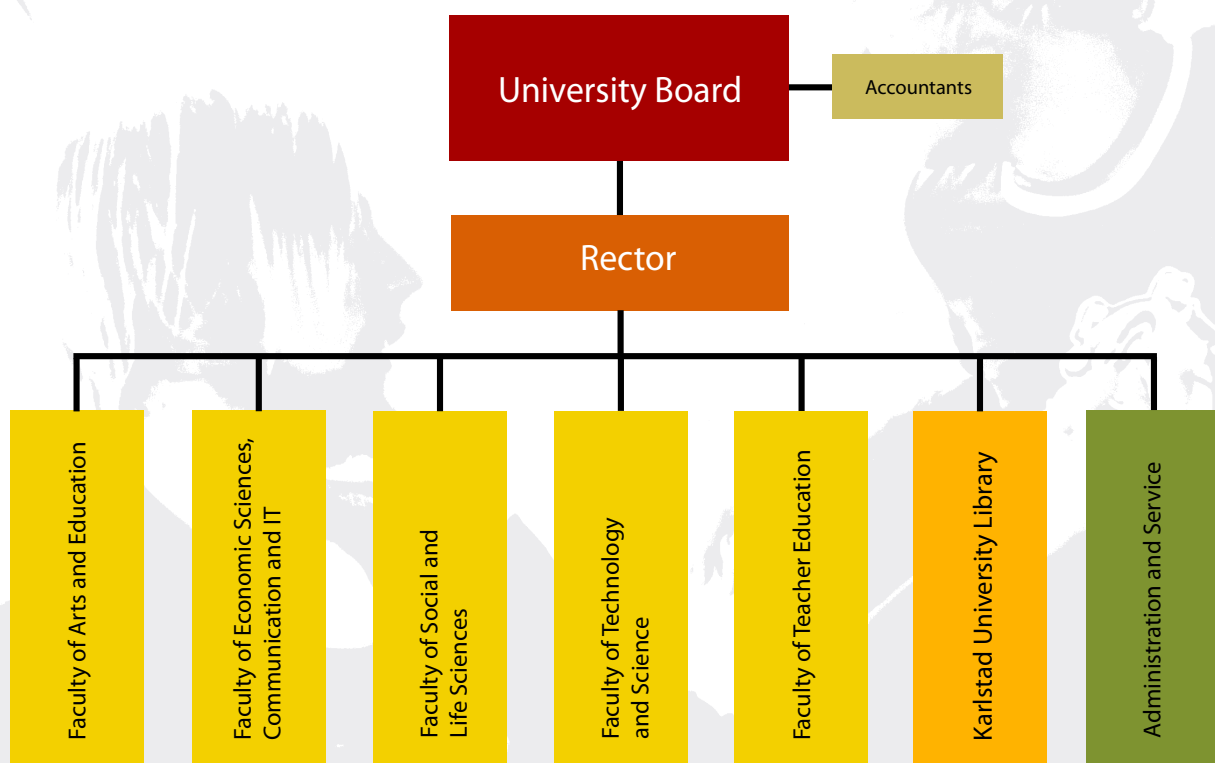
## ORGANIZATION

Karlstad University is a state university, like most Swedish institutions of higher education. The Parliament and the Government decide on regulations, objectives, and guidelines regarding higher education as well as the allocation of resources and state financed research. However, the University has a high degree of autonomy.

The University Board takes major decisions on policy and budget. The Board has a majority of external members, but students and staff are also represented.

Directly under the University Board is the Rector, who is the chief executive officer of the University. The Rector is assisted by two Pro Rectors, the University Director, the Library Director and five Deans.

There are also eight units for administrative and technical support, and a multidisciplinary faculty organization, with five faculty boards and several committees. The faculty boards and committees oversee all educational levels and research.



## ACADEMIC AUTHORITIES

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## INTERNATIONAL PROFILE

As regards internationalisation, Karlstad University has set its targets very high, aiming to provide good opportunities for students to spend part of their study period at universities outside Sweden, and also to attract international students to Karlstad for a semester or a year.

Karlstad University is the first and so far only university in Sweden to receive the ECTS Label. The Label ensures recognition and fair treatment of incoming students to Karlstad University. It was awarded by the European Commission in 2006.

The University has a wide range of bilateral cooperation agreements with European universities both within the framework of the Erasmus programme and outside it. It is also involved in a number of projects in the Erasmus, Leonardo da Vinci, Tempus programmes and other European Union programmes and initiatives. Further, Karlstad University was one of the founding members of the Compostela Group of Universities, a network of over eighty universities throughout Europe centred on the University of Santiago de Compostela.

Cooperation with universities outside Europe is also of great importance and the University has agreements with institutions in many countries, including the US, Canada, Australia, Japan, India, South Africa, Korea, China and Latin America. For a number of years, the University has been an active member of the International Student Exchange Program (ISEP) and of the European University Association (EUA).

## SOME FACTS

### *Education*

Degree programmes	about 50
Advanced degree programmes	about 30
Courses	about 900
Disciplines	about 50

### *Students*

Bachelor and Master level	about 10,000
Doctoral level	about 270

## OUR RESEARCH

Our research has grown rapidly in recent years with a consequent increase in funding. To meet the demands of a future society aiming at sustainable development, much of the research at the university is multidisciplinary. Our ambition is to develop a few strong profiles in research. Major research areas include communication and services, pulp, paper and surface treatment, printing technology, packaging, environmental research, tool materials, education, working life science, tourism and leisure, and gender relations.

Much of the research at Karlstad University is in cooperation with businesses, organizations and the public sector. The goal is to develop knowledge of mutual benefit without compromising the independence and integrity of the research. Karlstad University is an active member of the national and international scientific research communities. Through excellent contacts with researchers at other universities and in other countries, Karlstad University contributes to the development of new knowledge about people and the world.

The research at Karlstad University also contributes to raising the quality of our education. The students come into contact with the latest research results in their disciplines and acquire knowledge about what is meant by research and having a research orientation.

### *Staff*

Total	about 1,000
Faculty	70 %
Technical and Administrative	30 %

### *Revenues and Costs*

Revenues	SEK 808 million
Costs	SEK 803 million

# STUDY AT KARLSTAD UNIVERSITY

If your university has an exchange agreement with Karlstad University, you can spend a semester or a full academic year at our university. As an exchange student you have access to the variety of courses taught in English, as long as you meet the admission requirements. You can also apply for courses in Swedish as a foreign language. For students, who already have a good knowledge of Swedish, there is a whole range of programmes and courses available.

The University gives priority to students within its student exchange networks. However, we are also able to welcome non-exchange students in case of vacancies on courses and programmes.

## ECTS

ECTS, the European Credit Transfer System, was developed by the European Commission to provide common procedures to guarantee the full transferability of credits for university studies abroad in order that they might count towards a final qualification in the home country. It provides a way of measuring and comparing academic merits and transferring them from one institution to another.

The system is based on three core elements: information (on degree programmes and student achievement), mutual agreement (between the partner institutions and the student) and the use of ECTS credits (to indicate student workload). In itself, ECTS in no way regulates the content, structure or equivalence of degree programmes. The credits are simply a value allocated to course units as a means of describing the workload required to complete the course/module.

## ECTS CREDITS AND WORKLOAD

Depending on their length and thus their workload, courses are assigned a number of credits. 1.5 ECTS credits are equivalent to one week's workload of 40 hours, including lectures, classes, contact hours, assignments and independent study. This means that a course which is allocated 15 ECTS credits has a workload requirement of approximately ten weeks full-time work including examinations.

In ECTS, 60 credits normally represent the workload required for one year's full-time study, 30 credits per semester or 20 credits per term (in a tri-semester system). One Swedish Higher Education credit (hp)

is equivalent to 1 ECTS credit.

International students may request to have their Swedish grade converted to an A-F-scale according to the ECTS Grade Interpretation Scheme.

## THE SWEDISH ACADEMIC SYSTEM

Higher education in Sweden is subdivided into three levels: basic (Bachelor's level or 1st cycle), advanced (Master's level or 2nd cycle) and doctoral (3rd cycle). The aim is to further student employability both nationally and internationally.

At the national level, the National Agency for Higher Education, located in Stockholm, is responsible for higher education and research. For further information, please visit: [www.hsv.se](http://www.hsv.se).

## THE ACADEMIC YEAR

The academic year is divided into two semesters:

Autumn semester: from mid-August to mid-January.

Spring semester: from mid-January to early June.

## COURSES AND DEGREE PROGRAMMES

All education is offered in the form of courses. These courses are normally studied consecutively, with only one course being taken at a time. Each course represents a full-time workload of approximately 40 hours per week, including contact hours, which is equivalent to 1.5 ECTS credits. Most of these hours are spent in individual study, reading, researching for papers, preparing assignments etc. The number of contact hours varies from discipline to discipline. Course syllabi with a more detailed description of each course are available on the University's website [www.kau.se/education](http://www.kau.se/education).

In many cases, courses are combined into a programme leading to a specific degree and students are thus admitted to a programme rather than a course. A degree programme may consist of both mandatory, recommended and elective courses, and include several academic disciplines. Degree programmes often allow students to select alternatives during the latter part of their studies. Students may choose to study for a degree or simply take a number of courses for which they will receive certificates. At present, several master programmes and more than 100 courses are offered in English. There are no bachelor programmes offered in English.

## LEVEL AND PREREQUISITES

The level of courses in each discipline is indicated by one of the letters A to E, where an A-level course is a prerequisite for a B-level course, a B-level course a prerequisite for a C-level course and so on. A, B and C-level courses are first cycle courses, D and E-level second cycle courses. Prerequisites specify the level and number of credits required in a subject for admission to a course.

### First cycle (Bachelor Degree Level)

A-level = Open to all who meet the general and specific admission requirements for a course

B-level = A minimum of 30 ECTS credits in the subject.

C-level = A minimum of 60 ECTS credits in the subject.

### Second cycle (Master Degree Level)

D-level = A minimum of 90 ECTS credits in the subject.

E-level = A minimum of 120 ECTS credits in the subject.

*Please note that the general and specific requirements for each course are stated in the syllabus or in the programme study plan.*

## DEGREES

The degrees awarded by Swedish universities are determined by the government. Higher education is subdivided into three levels: basic, advanced and doctoral. Admission to each level generally requires the successful completion of the lower levels. The student must have completed a bachelor's degree at the basic level before being admitted to a programme at the advanced level. For admission to the doctoral level the student must have completed at least a master degree (one year) at the advanced level.

To obtain a degree the student must have completed a degree project. For the bachelor's degree and the master's one-year degree the requirement is a degree project of 15 ECTS credits. For the two-year master's degree the requirement is a project of 30 ECTS credits.

## Basic level

*University Diploma (högskoleexamen):*

University diplomas are awarded for studies totalling 120 ECTS credits – two years' full-time study.

*Degree of Bachelor (kandidatexamen):*

Bachelor's degrees are awarded for studies totalling 180 ECTS credits – three years' full-time study.

*Professional Degree (yrkesexamen):*

Professional degrees are awarded for programmes at the basic level, or for equivalent foreign qualifications.

## Advanced level

*Degree of Master One Year (magisterexamen):*

Master's degrees are awarded for studies totalling at least 60 ECTS credits – one years' full-time study.

This degree certificate can only be obtained by a student who holds a degree at the basic level of at least 180 ECTS credits, or for equivalent foreign qualifications.

*Degree of Master Two Years (masterexamen):*

Master's degrees are also awarded for studies totalling at least 120 ECTS credits – two years' full-time studies. This degree certificate can only be obtained by a student who holds a degree at the basic level of at least 180 ECTS credits, or for equivalent foreign qualifications.

*Professional Degree (yrkesexamen):*

Professional degrees are awarded for programmes at the advanced level, or for an equivalent foreign degree.

Admission to separate single-subject courses at the advanced level requires successful completion of courses in the same discipline at the basic level, but not necessarily the completion of a bachelor's degree.

## Doctoral level

*Licentiate Degree (licentiatexamen):*

Licentiate degrees are awarded for studies totalling 120 ECTS credits - two years' full-time studies.

This degree certificate can only be obtained by a student who holds a degree at the advanced level, or at least four years' full-time study with at least one year at the advanced level, or for equivalent foreign



qualifications.

#### *Doctoral Degree (doktorsexamen):*

Doctoral degrees are awarded for studies totalling 240 ECTS credits - four years' full-time studies. This degree certificate can only be obtained by a student who holds a degree at the advanced level, or at least four years' full-time study with at least one year at the advanced level, or for equivalent foreign qualifications.

### **EXAMINATION**

All courses include written and/or oral examination. A common form of examination is paper assignments. Students present their papers in seminars where other students and the instructor discuss and evaluate them.

There are no set examination periods, and generally no final exam at the end of a semester, an academic year, or a complete degree programme. Examination usually takes place at the end of each course, module, or unit.

If a student fails an examination, there is an opportunity to re-sit it later in the semester. The instructor will inform the student about the re-sit date. Only successfully completed courses are recorded on the student's official transcript.

Swedish universities apply very strict rules with regard to plagiarism and cheating. Copying material from books or the Internet is strictly forbidden. Quotations and paraphrases with clear references to the sources are allowed. Failure to reference properly as well as cheating in examinations will result in disciplinary measures.

### **GRADES**

The grading system used in Swedish universities is not as complex as in other countries. In most faculties and disciplines the grades awarded are:

VG = Pass with distinction

G = Pass

U = Fail

In engineering departments, the following scale may be used:

5 = Pass with great distinction

4 = Pass with distinction

3 = Pass

U = Fail

International students may request to have their Swedish grade converted to an A-F-scale according to the ECTS Grade Interpretation Scheme (EGIS) as described in the current ECTS Users' Manual.

### **TEACHING METHODS**

Teaching is conducted in various forms such as lectures, seminars, group work and independent study. The scheduled hours vary from subject to subject. A full-time course with a few scheduled hours normally requires a great deal of individual studies. Group work is common as well as essay-writing. Attendance is expected and sometimes mandatory.

The relations between students and lecturers may seem informal to foreign students. You are encouraged to ask questions about things you do not understand and comment on things you disagree with.

### **DEGREE PROGRAMMES**

Karlstad University currently offers about 50 degree programmes, 30 advanced degree programmes, and 900 courses in the humanities and fine arts, social and economic sciences, natural sciences, engineering and technology, health care and teacher training. Please note that most of our programmes and courses are taught in Swedish. Our webpage contains descriptions in English of all programmes and courses, no matter what the language of instruction.

For more information of all our degree programmes and courses, please visit: [www.kau.se/education](http://www.kau.se/education)

### **COURSES AND PROGRAMMES IN ENGLISH**

Most of the courses and programmes that we offer are taught in Swedish. However, an increasing number of courses and master programmes are being taught in English, taking full advantage of our international staff and facilitating the University's exchange programmes.

The courses and programmes taught in English may either be regular programme courses or they may be specifically designed for students to provide an introduction to various aspects of Sweden.

For more information, please visit:  
[www.kau.se/education/eng\\_utb.lasso](http://www.kau.se/education/eng_utb.lasso)

## SWEDISH LANGUAGE COURSES

Karlstad University offers Swedish language courses for exchange students. The courses provide some practical skills in the Swedish language as well as a brief survey of Swedish society and Swedish culture. Please note that these courses are not intensive courses that will give the students eligibility to education performed in Swedish. They are orientation courses, aimed at facilitating everyday life for the students while staying in Sweden.

You should apply for all the courses you wish to take within the application period. Courses offered will run subject to a minimum of students applying for the course.

For more information, please visit:  
[www.kau.se/education/courses\\_swedish.lasso](http://www.kau.se/education/courses_swedish.lasso)

## APPLICATION AND ADMISSION

International students may be admitted to courses and programmes taught in English or, if they have sufficient knowledge of Swedish, to courses and programmes taught in Swedish. Priority is given to students on exchange programmes.

Application deadline is April 15 for the autumn semester and October 15 for the spring semester. Deadline for application to master programmes is January 15 (for non-exchange students) and February 1 (for exchange students). Karlstad University will only process applications received by the application deadline. It is essential that the application is completed in full and that all the required documents are submitted; otherwise the application will not be considered. Students should, preferably, be recommended by their home university on an exchange basis.

Students from most countries outside the European Union must obtain a **residence permit** before coming to Sweden. Acquiring a residence permit can be a lengthy procedure. Please contact the Swedish embassy or consulate in your own country for details.

## PROCEDURES FOR EXCHANGE STUDENTS

Only students from higher education institutions with which Karlstad University has an exchange agreement are considered exchange students.

### How to apply

Application forms for exchange students are sent to all partner universities well in advance of the deadline. You can obtain the application forms from the International Office of your home university. Completed application forms with all the required documents must be submitted to the International Office at Karlstad University by the application deadline.

In addition to your application, the following documents must be submitted:

1. Transcript of Records, translated into English, showing your academic records from your home university.
2. The signature of your international coordinator, confirming your application.

Send your application to:  
Karlstad University  
Exchange Studies  
Admissions Office  
SE-651 88 Karlstad  
SWEDEN

### Requirements and admission

*Admission requirements for an exchange student:*

- a) You must be nominated by your home institution.
- b) You must have successfully completed at least one year's academic study at your home institution.
- c) You must have fulfilled the prerequisites for the courses you wish to take. The special prerequisites for each course are stated in the syllabus.
- d) You must have sufficient knowledge of English to successfully complete a course of study taught in English. If you wish to take a course in Swedish, you must have sufficient knowledge of Swedish. This knowledge should be documented.
- e) If you apply for a master programme, you must have successfully completed a programme of study in a relevant discipline at the bachelor's level or equivalent. The specific prerequisites for each programme are stated in the programme study plan.

*Make sure that you take one full-time course at a time and that the courses you select are spread out over the whole semester. Remember you must apply for all courses you want to take within the application period. Courses offered will run subject to a minimum of students applying for the course.*

### **Selection**

Courses as well as programmes have a limited number of places and selection is usually based on your grade point average from upper secondary school or the number of credit points from previous university studies, or both. Letters of recommendation are not considered. Exchange students are given priority to the courses.

### **Letter of admission**

Exchange students will receive a letter of admission by e-mail or by regular mail. These letters are sent continuously during the admission process, with priority given to applicants in need of a student residence permit and in consideration of the arrival date of the application. Exchange students do not have to confirm their place.

### **Registration**

Students will receive a letter of acceptance where preliminary registration on the courses they have been admitted to is indicated. However, for administrative reasons final registration of international students is made by the respective departments at the start of each course. Course introduction is therefore mandatory. Information about the start of your course/s will be sent to your address in Karlstad by the administrator of your course/subject or by e-mail.

If you have any questions about exchange studies, please send an e-mail to: [exchange@kau.se](mailto:exchange@kau.se)

### **PROCEDURES FOR NON-EXCHANGE STUDENTS (FREE MOVERS)**

Students from higher education institutions with which Karlstad University does **not** have an exchange agreement are considered non-exchange students or free movers.

### **How to apply**

Applications from non-exchange students are submitted via [www.studera.nu](http://www.studera.nu). Late applications are not accepted. Please note that the application cannot be submitted earlier than one month before application deadline.

In addition to your application you must submit the following documents:

1. Upper secondary/high school leaving certificate.
2. TOEFL, IELTS test or equivalent.
3. Transcript of Records if application is for intermediate or advanced level courses.
4. TISUS test or equivalent for courses and programmes taught in Swedish.

All transcripts of records for students from Eritrea, Ethiopia, Ghana, Canada, Cameroon, Nigeria, Sudan and the USA should be submitted to the address below by the student's home university.

Transcripts of records from Pakistan submitted by students should be verified by HEC.

Send the documents to:

Antagningen  
SE-833 82 Strömsund  
SWEDEN

### **Requirements and admission**

*Requirements for admission to master programmes taught in English for a non-exchange student:*

a) You must have successfully completed a programme of study in a relevant discipline at the bachelor's level or equivalent. A transcript of records showing that the prerequisites stated for each master programme are met is required.

b) You must have documented your knowledge of English through the TOEFL test (paper-based test: 550 / computer-based test: 213 / Internet-based test: 79) or IELTS (required score 6.0 - no band lower than 5.0) or equivalent.

*Requirements for admission to degree programmes or single subject courses taught in English for a non-exchange student:*

a) You must have successfully completed the upper secondary school/high school education required for university eligibility in your home country.

b) You must have fulfilled the prerequisites for the programme or courses you wish to study. The specific prerequisites for each course or programme are stated in the syllabus or in the programme study plan.

c) If your application is for levels other than basic level courses, a transcript of records showing that the



prerequisites are met is also required.

d) You must have documented knowledge of English through the TOEFL test (paper-based test: 500 / computer-based test: 173 / Internet-based test: 61) or IELTS (required score 5.0 - no band lower than 4.5).

*Requirements for admission to degree programmes and single subject courses taught in Swedish for a non-exchange student:*

If you want to apply for a programme or course taught in Swedish, you need to meet the above mentioned requirements and also have sufficient knowledge of Swedish. Documentation of your knowledge of Swedish can be provided by TISUS (Test in Swedish for University Studies) or equivalent.

Remember that you must apply for all courses you want to take within the application period. Courses offered will run subject to a minimum of students applying for the course.. Karlstad University advises students from outside the European Union **not to apply for single subject courses** as there is not time enough to obtain a residence permit to Sweden: from the time the admission letter reaches the student to the start of the course there are only three weeks. It takes 2 to 3 months to obtain a residence permit, sometimes considerably longer.

### Selection

Courses as well as programmes have a limited number of places and selection is usually based on your grade point average from upper secondary school or the number of credit points from previous university studies, or both. Letters of recommendation are not considered. Exchange students are given priority to the courses.

### Letter of admission and confirmation

A letter of admission indicating the courses to which you have been admitted, will be sent to you **by e-mail** from [www.studera.nu](http://www.studera.nu) in mid-July for the autumn semester and mid-December for the spring semester. Please note that it is not possible for us to provide preliminary notifications.

Non-exchange students applying for single subject courses taught in English or courses and programmes taught in Swedish must actively confirm their acceptance of a place at the University. If you do not return your acceptance of courses by the date indicated, you will forfeit your place. Non-exchange students apply-

ing for master programmes taught in English do not have to confirm their place.

### Registration

Students will receive a letter of acceptance where preliminary registration for the courses they have been admitted to is indicated. However, for administrative reasons final registration for international students is made by the respective department at the start of each course. Course introduction is therefore mandatory. Information about the start of your course/s will be sent to your address in Karlstad by the administrator of your course/subject or by e-mail.

If you have any questions about non-exchange studies, please send an e-mail to: [non-exchange@kau.se](mailto:non-exchange@kau.se)

## LANGUAGE REQUIREMENTS

### REQUIREMENTS FOR EDUCATION CONDUCTED IN ENGLISH

For courses taught in English, a good knowledge of English is required. Non-native speakers of English may be required to document their knowledge of English. See "Application and admission".

### REQUIREMENTS FOR EDUCATION CONDUCTED IN SWEDISH

For courses taught in Swedish a good knowledge of Swedish is required. International students will not be admitted to bachelor degree programmes unless they can also demonstrate that they have the required level of proficiency in Swedish. See "Application and admission".

Documentation of your knowledge of Swedish can be issued by TISUS (Test in Swedish for University Studies). This test is arranged at some Swedish universities, but not at Karlstad University. An opportunity to take the test is also provided abroad annually in the spring. Contact University of Stockholm, Department of Nordic Languages, SE-106 91 Stockholm, Sweden.

## RECOGNITION PROCEDURES

Karlstad University provides the following documents to ensure fair recognition and equal treatment of our incoming students:

### LEARNING AGREEMENT

The Learning Agreement is designed to guarantee the exchange students' academic recognition. It is a form in which the students list the courses they plan to take. For each course the title, the course code and the ECTS credits should be stated.

The Learning Agreement must be signed by the student, the home institution and Karlstad University **prior to the student's arrival in Karlstad**, and immediately be updated when changes occur. On these conditions, Karlstad University guarantees that the incoming student can study the courses agreed on. The home institution completes the recognition process on the student's return and guarantees the transfer of credits for courses completed successfully. Together with the transcript of records, the Learning Agreement guarantees complete recognition.

### TRANSCRIPT OF RECORDS

Upon completion of studies, an official transcript of records is sent to the home institution by the Student Centre at Karlstad University **if requested by the student**. The transcript of records documents the performance of a student by listing the courses taken at Karlstad University, the ECTS credits gained, and the ECTS grades awarded. It reflects both the quantity of work and the quality of achievement. The transcript of records is available in Swedish and in English and is free of charge.

### COURSE CERTIFICATE

If requested, a course certificate is issued to the student after a completed course by the Student Centre. It contains information about credits earned, grades awarded, and the course syllabus as an attachment. Certificates are delivered by mail if the appropriate address is clearly stated. A course certificate is free of charge and only issued **once**.

### DIPLOMA SUPPLEMENT

The Diploma Supplement is a document attached to a higher education diploma. It provides a standardised description of the nature, level, context, content and

status of the studies pursued and successfully completed by the graduate. The Diploma Supplement contributes to the transparency of student academic achievement and facilitates academic and professional recognition of qualifications throughout the whole of Europe and other parts of the world.

Every student who completes a degree programme at Karlstad University will **automatically** receive a Diploma Supplement together with the degree certificate. The Diploma Supplement is **free of charge**.

## DEGREE CERTIFICATE

A degree may serve as the end-point for studies at universities or university colleges. It may also provide eligibility for doctoral studies in a specific discipline.

Degree certificates are issued by the Student Centre at Karlstad University. The degree certificate includes only approved courses that are fully completed, the number of credit points, grade, grading scale, the date for the grade and, where appropriate, other studies that have been accredited. The degree certificate is issued in two languages: Swedish and English. Every student who completes a degree programme at Karlstad University will also automatically receive a Diploma Supplement together with the degree certificate. See "Recognition procedures".

Students who wish to receive a degree certificate must apply for it on a special application form. The form may be obtained from the Student Centre or from degree administrative officers and student counsellors. You can also download the application form: [www.kau.se/education/examina.lasso](http://www.kau.se/education/examina.lasso)

You must print out and fill in the form, attach the Transcript of Records and any other documents with a bearing on your degree application, and hand it in to the Student Centre at Karlstad University. You can also send it to:

Karlstad University  
Degree Office  
SE-651 88 Karlstad  
Sweden



## INTERNSHIPS

Karlstad University does not offer internships on courses and programmes taught in English. Courses and programmes taught in Swedish might however include internships.

## FINANCIAL SUPPORT FOR STUDENTS

All undergraduate education in Sweden is financed by government funds. Thus, Karlstad University does not charge tuition fees. Exchange students may however be required to continue to pay their normal tuition fees to their home institution during the study period abroad.

The possibility of financing your studies by working is very limited. Karlstad University does not provide grants or scholarships for visiting students. However, international students can apply for a scholarship from the Swedish Institute in advance.

For more information, please visit:  
[www.studyinsweden.se](http://www.studyinsweden.se)

## PREPARING FOR YOUR STAY

Moving to another country requires a great deal of preparation and planning ahead. Please note that many procedures take some time, which means that you will have to start planning early. It is a good idea to make copies of your documents to take with you. We also recommend that you leave copies at home with your family or a friend in case of theft or loss.

## RESIDENCE PERMIT

### EU-citizens

Students who are citizens of an EU or EEA country do not need a residence permit to enter Sweden if the stay is for a period shorter than three months. For a stay longer than three months visiting students to Karlstad University must register at the Migration Board (Migrationsverket) in Karlstad.

For registration, you should bring the following documents:

- Valid passport
- Letter of admission from Karlstad University
- European Health Insurance Card (E128) to verify that you have a health insurance
- Document stating that you have sufficient funds to support yourself during your stay in Sweden, either in the form of scholarships or private means.

All students have the right to work in Sweden without a work permit. **Students from the Nordic countries do not need to register at the Migration Board.**

### Non-EU citizens

In addition to a valid passport, non-EU citizens must obtain a residence permit prior to their departure for Sweden. Applications should be made through the nearest Swedish Embassy or Consulate 2 -3 month before departure. It is very important that you apply for a residence permit immediately on receiving the letter of admission from the university. The process takes one week to four months depending on which country you apply from. Do not leave for Sweden without a residence permit!

When applying for a permit, you should bring the following documents:

- Valid passport

When applying for a permit, you should bring the following documents:

- Valid passport
- Letter of admission from Karlstad University
- Document verifying that you have a health insurance plan which is valid in Sweden
- Document stating that you have sufficient funds to support yourself during your stay in Sweden, either in the form of scholarships or private means.

All documents must be submitted in the original. Photocopies are not accepted.

International students enrolled at Swedish universities are generally allowed to work during their time in Sweden without first obtaining a work permit.

For further information, please visit:  
[www.migrationsverket.se/english.jsp](http://www.migrationsverket.se/english.jsp)

## ACCOMMODATION

Within a short walk from the university, there is a campus with accommodation for Swedish and international students. We offer corridor-style living, but can only provide accommodation for exchange students and for students on our English master programmes. Students can also rent a room in a private home. Free movers taking single subject courses have to arrange their own accommodation by contacting the student housing organisation [www.stub.se](http://www.stub.se).

## COST

The cost of the furnished accommodation provided vary depending on the type and location of the accommodation. On-campus accommodation is the most expensive option. The cost ranges from about SEK 12,000 to SEK 17,000 per semester. The rental period is from August 1 for the autumn semester and from January 1 for the spring semester. Rent is paid in advance and for one month at a time: in total, five months for students who stay one semester and ten months for students who stay the entire academic year. The rental period is always a whole semester and cannot be reduced. Please note that while every effort will be made to meet your requests, there is no guarantee that we can provide exactly the type of accommoda-

tion you have requested. Also note that once accommodation has been reserved for you, you are liable for the rent in full.

## HOW TO APPLY

If you wish to have housing through the International Office during your exchange period in Karlstad you need to apply for housing by filling in the form. The deadline for housing applications is April 15 for studies in the fall semester and October 15 for studies in the spring semester.

To make a reservation we require a deposit of SEK 3,000 before June 1 for the fall semester and before November 15 for the spring semester. No reservations will be made for late deposits. We start making housing reservations in May/November. All partner universities will receive detailed information.

Free movers applying to master programmes will get detailed information on admission. We do not arrange housing for free movers who are not enrolled in a master programme.

## APPLICATION FORM

The application form will be distributed to all partner universities before the application deadline. The form will also be sent to master students by e-mail on admission to a master programme.

## HOUSING FOR FREE MOVER STUDENTS

Students who do not belong to the above mentioned category have to reserve their own accommodation (i.e. free mover students who are not enrolled in a master programme but taking single subject courses). Rooms can be booked directly at the Accommodation Office Stub. For information of their offers, go to: [www.stub.se](http://www.stub.se), or contact them by e-mail: [stub@riksbyggen.se](mailto:stub@riksbyggen.se)

## TELEPHONE

We recommend that you bring a cell phone as there are no telephones installed in the student halls of residence.

## INSURANCE

It is essential that you have taken out an insurance if you intend to stay in Sweden less than a year. The Swedish authorities require you to provide evidence of insurance when applying for a residence permit. If you are a European student you must bring your European Health Insurance Card, or E128 form, that is issued on request in your home country. You are then entitled to use the public medical services on the same conditions as Swedish citizens for emergency medical care.

If you come from a country outside of the European Union you have to buy a private medical insurance in your home country. There are reciprocal agreements for public medical benefits between Sweden and Australia and the province of Quebec in Canada. However, you should still consult with your insurance company on an adequate insurance policy.

## STUDENT IN

Karlstad University offers a basic insurance in case of emergency for all exchange students, called the Student In (Swedish State's Insurance for Foreign Students In Sweden). The insurance provides reimbursement for costs in connection with emergency visits and additional coverage for accidents that may occur during leisure time. The insurance also covers liability and legal costs. This insurance is free of charge.

All students from abroad who are registered in the national student record system, Ladok, at Karlstad University are covered by Student In provided that there is an exchange agreement between Karlstad University and the student's home institution. Students who are not enrolled in a formal exchange programme may join the Student In programme individually.

For more information, please visit:  
[www.kammarkollegiet.se](http://www.kammarkollegiet.se)

## COST OF LIVING

Below is a list of approximate expenses to consider when planning a budget for an academic semester in Karlstad (SEK = Swedish crowns).

### *Accommodation*

Rent (approximate figure) SEK 16,300

### *Food*

SEK 12,000

### *Transport*

Bus to the University SEK 2,200

### *Medical and personal care*

SEK 1,000

### *Course literature*

SEK 4,000

### *Hobbies, entertainment, travel*

SEK 3,000

### *Purchase of bed clothes*

SEK 400

### *Total*

Per semester (5 months) SEK 38,900

Per month SEK 7,780

## MONEY

Credit cards are accepted in most places in Sweden, in particular VISA, Euro card, MasterCard and American Express. Please check before you leave home that the card is valid during your whole stay in Sweden. If you bring money with you, do so in the form of traveller's checks. These cheques can be cashed and the money deposited in an account in a bank. It is a good idea to check whether your bank at home has a Swedish banking partner.

## MEDICAL CHECK-UP

As you will be staying in Sweden for some months, we recommend a medical check-up before you leave your home country. If you use medication, make sure that the prescription is valid for your whole stay.

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



## TRAVELLING TO KARLSTAD

Karlstad is easily accessible by road, rail and air. It lies about 300 km west of Stockholm, 225 km east of Oslo and 250 km north of Gothenburg (Göteborg). The easiest way of getting to Karlstad is by air via Copenhagen in Denmark or via Stockholm. Flying time from Stockholm is about 40 minutes.

If you prefer, you can take the train from Stockholm to Karlstad, a journey of about three hours. In that case you have to take the airport bus or train from Stockholm Arlanda Airport to Stockholm City (Cityterminalen), where the bus terminal is close to the central railway station. It is also possible to take a long-distance coach from the bus terminal in Stockholm to Karlstad. Coaches are cheaper than trains but slower and the service is less frequent.

If you arrive by ferry in Gothenburg (from the UK or Denmark), you can take the train to Karlstad, a three-hour journey.

If you are under 26 years of age, you can buy train tickets with a discount without holding a student card.

### TRAVEL INFORMATION CAN BE OBTAINED FROM:

#### **SAS**

Tel +46 (0)8 79 74 000

Tel (domestic only) 0770 727 727

[www.sas.se](http://www.sas.se)

#### **SJ (Swedish Railways)**

Tel +46 (0)771 75 75 75

[www.sj.se](http://www.sj.se)

#### **Swebus (long-distance coaches)**

Tel +46 (0)36 290 80 00

Tel (domestic only) 0200 218 218

[www.swebusexpress.se](http://www.swebusexpress.se)

#### **Säfflebus (long-distance coaches)**

Tel +46 (0)771 15 15 15

[www.safflebussen.se](http://www.safflebussen.se)

## ARRIVAL AND SETTLING IN

Once you have decided how you are going to get to Karlstad, it is essential that you inform the international exchange coordinator, at least three weeks in advance, when and where you will be arriving. To be able to pick you up we need to know the exact date, time and place of your arrival. Please send your arrival details as soon as possible to [isk@kau.se](mailto:isk@kau.se). Preferably no arrivals at night (24:00-06:00). We are not able to arrange for this service if you arrive to another town.

If we receive your arrival information in time, we'll arrange for someone to pick you up. Students arriving after the start of their course may be refused admission to the course. When arriving you will have to sign the contract for your room. The keys will then be given to you.

### OFFICIAL ARRIVAL DATES

Autumn semester: August 14-17, 2009

Spring semester: January 17-18, 2010

If your arrival is scheduled for another date than the official arrival dates, you might need to find your way to your accommodation on your own or with help from your host student. Please inform us about your arrival details even if you plan to arrive on another date.

### ORIENTATION PROGRAMME

All exchange students and international students admitted to English master programmes, are required to take part in an orientation week with an introduction to Sweden and Karlstad. You should make sure that you arrive at least one day prior to the start of this week. The programme includes practical information as well as social activities. A highly appreciated event by the international students is the excursion in Värmland, which gives an opportunity to be acquainted with the province and fellow students. There are also other activities organised at the beginning and during the semester. There is normally a small charge for these trips.

The introduction programme takes place one week before the start of courses:

Autumn semester: August 18-20, 2009

Spring semester: January 19-21, 2010

# STUDENT SERVICES

## STUDY FACILITIES

### LIBRARY

The Karlstad University Library, which opened in January 2002, provides high quality academic services to students, researchers and the general public. The library offers a study environment designed to stimulate curiosity and creativity with generous space for reading and research, as well as group discussions. It covers 10,600 square metres and extends over four floors. It has 1,200 seats and 250 computer workstations with Internet access. The library building forms the entrance to the University and has a cafeteria and a lecture theatre, Aula Magna, seating 600.

### PRINTING OFFICE

The University Printing Office is available to students who require help with printing or copying. The office charges a small fee for its service. There are also photocopying machines where students, at a small fee, can make their own copies.

### COMPUTER SERVICES

Computers are available to students for laboratory course work and for individual use. Most departments have their own computer rooms. Information about access to computers is given at the course introduction. For access to the computers in the library, students should contact the Computer Support next to the Student Centre. They should bring their ID-card or, for international students, their 10 -figure t-number displayed on the notice-board for international students or obtained at the Student Centre.

### THE CHURCH AT THE UNIVERSITY

There are three ministers stationed at the University. All students, irrespective of denomination, are welcome to partake in services, Taizé Mass, meditations, Bible study groups, sacred dancing, choir singing and other activities. Students are also invited to contact the ministers to talk about life, relations or faith. They can be reached at the University, telephone (054) 700 14 92. Leave a message if they do not answer or visit the nearby church in Kronoparken.

# STUDENT ASSOCIATIONS

## THE STUDENT UNION

All universities in Sweden have a local Student Union. The Karlstad Student Union (Karlstad Studentkår) is run by students for students to safeguard their interests on social and educational issues. The Student Union will do everything in their power to help students on matters concerning accommodation, course literature, professors or on any other problem.

### Membership fee

Every university or college student in Sweden, including international students, is by law required to be a member of the student union at the university where they are studying. If you do not pay the fee, you will not get your course certificates from the University. A few weeks after your classes have started, a bill from the Student Union will be sent to your home address in Karlstad. You can pay the fee at the Student Union office at the University, in a bank or online.

Shortly after you have paid the fee, a receipt will be posted to you. Make sure to keep this receipt since it serves as a proof of your membership of the Student Union. For example, you have to show this receipt when you participate in an examination. For more information, please visit [www.karlstadstudentkar.se](http://www.karlstadstudentkar.se)

## OTHER STUDENT ASSOCIATIONS

There are also other associations connected with the University, such as the study programme societies and the student choirs Söt Likör (for female students) and CMB (for male students). The Student Sports Association, KauIF, organises a whole range of activities for students, from aerobics and dance to different ball sports. For more information, see "Sporting and Leisure".

## STUDENTS WITH SPECIAL NEEDS

Our aim is that all our students with special needs should be able to pursue their studies under the same conditions as other students. We can supply some technical equipment and arrange different kinds of support, for example personal assistance for disabled persons, help with note-taking, assistance for the visually handicapped or sign-language interpretation.

It is important that your application includes specification of special needs to allow adequate time to arrange support services. For more information, please contact Mildrid Johansen, tel: +46 (0)54 700 10 33, e-mail: [Mildrid.Johansen@kau.se](mailto:Mildrid.Johansen@kau.se).

## MEDICAL FACILITIES

The University offers a Student Health Care Service. If you need medical assistance for study related problems, contact the student nurse during her office hours. She will provide you with help and assistance, either directly or by making an appointment for you to see a doctor. The nurses' services are free of charge.

If the student nurse is unavailable, or if your problems are not study related, you should contact a Health Care Centre. There is one in the city centre, Gripen, and another opposite the University, Kronoparken. They both have their own pharmacies (Apotek). If you become ill at night or during the weekend, call 0771 250 500 for help. In case of emergency for which an ambulance is needed dial 112. This is the emergency number for fire, ambulance and police.

If you have a dental problem, contact a district dental clinic. There is one opposite the University, Folk tandvården Kronoparken. The number is (054) 61 69 50.

For all visits to a medical or dental care unit you will need to bring your insurance card, student card and passport. Dental care is rather expensive in Sweden and is not economically supported by the government in the way general health care is.

## MEALS

Restaurants start serving lunch at about 11 am. At lunchtime, many restaurants offer a special dish of the day, Dagens rätt, which usually consists of a main course, a salad, a soft drink and coffee. The service charge is included in the price.

You may prepare your own meals at your accommodation, which is probably the cheapest, but you can also eat in the university's restaurant and cafeterias during the week. The main restaurant serves a variety of hot meals during the day. The price for a lunch is 40-50 SEK. There are also cafeterias which sell snacks and sandwiches as well as some hot dishes. Most students eat their main meal at the university or bring food with them.

The tap water in Sweden is excellent, so there is no need to buy bottled water.

## STUDENT CENTRE

The Student Centre provides information and guidance on studies, handles admissions, both domestic and international, awards degrees and is responsible for documenting students' results in a legal and secure manner. Our offices – International Office, Admissions Office, Degree Office and Student Counselling – are located on the second floor of building 1B between the library and Café Gläntan.

### RECEPTION

Office hours:

Mon-Thu 10.00-16.00

Fri 10.00-14.00

Telephone: +46-54-700 27 00

Fax: +46-54-700 27 27

Admission enquires:

Mon-Fri 10.00-12.00

Telephone: 020-42 20 00

### INTERNATIONAL OFFICE

Karlstad University  
International Office  
SE-651 88 Karlstad  
SWEDEN

Tel: +46 54 700 10 00

Fax: +46 54 700 14 68

E-mail: isk@kau.se

### Service to exchange students and master students

#### *International Student Coordinator*

The International Office arranges accommodation, the orientation week and practical help for exchange students (students from our university network) and master students.

The person with whom exchange students and master students come into contact before they arrive in Karlstad is the International Student Coordinator, Erika Bergare. She will also assist you during your stay.



Please contact the International Student Coordinator if you have questions concerning:

- your application
- our exchange programmes
- your stay or your accommodation
- activities, trips etc.

Room: 1B331

Visiting hours: Tue-Thu 13.00-14.30

Tel: +46 (0)54 700 14 83

Cell phone: +46 (0)70 215 04 32

E-mail: erika.bergare@kau.se

### ***Admission officer***

The admission officer will help exchange students and master students with questions concerning application, admission notification, choices of courses etc.

Birgitta Lindell

Tel: +46 (0)54 700 10 50

E-mail: birgitta.lindell@kau.se

If you have any further questions, you are welcome to send an e-mail to one of the following addresses:

Questions about exchange studies: [exchange@kau.se](mailto:exchange@kau.se)

Questions about master programmes: [master@kau.se](mailto:master@kau.se)

### **Service to non-exchange students (free movers)**

Non-exchange students are treated no differently than Swedish students. This means that the University has no possibilities to offer any services on practical matters outside the actual studies.

If you have any questions about your application, your choices of courses etc please send an e-mail to [non-exchange@kau.se](mailto:non-exchange@kau.se)

## **SPORTING AND LEISURE**

### **SPORTS ACTIVITIES**

The Student Sports Association, KauIF, organizes a whole range of activities for students, from aerobics, dance and group-training to different ball sports. They also offer courses in climbing, massage and yoga. The gymnasium at the University has excellent facilities for training and for team sports. KauIF membership is open to all students. More information about its activities is available at [www.kauif.se](http://www.kauif.se).

Karlstad has many sports clubs. Do not hesitate to ask our international student coordinator for help if you are interested in a particular sport.

### **Swimming**

If you want to swim outdoors, the best place is Skutberget by the shores of Lake Vänern. This is the perfect meeting place for exercise and relaxation. There are also plenty of running tracks, varying in length from 1 to 10 kilometres. During winter, the tracks are well prepared for cross-country skiing. Indoor swimming is available at a public sport centre at Sundsta, near the city centre, which also has several halls for volleyball, floor ball or table tennis. Sundsta even offers a bowling alley and a gym.

### **Skiing and Skating**

There are plenty of ski resorts in Värmland. The closest is Sunne, which is only 65 km from Karlstad. Skating opportunities are provided at Färjestadshallarna, Tingvalla Isstadion and Norvalla Ishall. Weather permitting, skating areas are made available on various sports grounds throughout the municipality.

### **LEISURE ACTIVITIES**

Karlstad can offer a multitude of different activities, sights and events. The varied nature with the beautiful scenery of the river Klarälven, the deep forests and the Väner archipelago offer those who are interested in nature plenty to experience. The nearness of Lake Vänern and the river Klarälven leaves a distinct mark on the town. In the centre of the city you also can visit the cathedral or just take a stroll down the shopping streets.

### River Boats

In June 2008 the municipality of Karlstad started a boat service on the river during the summer months. At the same price as taking the bus it is possible to get transport within Karlstad and the close by island Hammarö by boat and at the same time enjoy a relaxing tour by the river or the beautiful archipelago of Lake Vänern.

### Ice Hockey

Färjestad BK is the local hockey team of Karlstad. Hockey is played at Löfbergs Lila Arena. The arena can seat up to 8,000 people, and is also used for concerts, musicals and shows. If you are interested in watching a game, tickets are available at the Student Union reception at the University.

### Bowling and Pool

If you are interested in playing pool or go bowling, there are several places for that in Karlstad.

### Leisure Park Mariebergsskogen

The leisure park Mariebergsskogen with funfair and a minizoo is situated two kilometres from the town centre. Drama and concerts are often performed here in the summer.

### Karlstad by Night

Life is more than studies. It is also dance, theatre, cinema, concerts and other surprising experiences. Enjoy yourself as much as you can! There are any good choices of nightclubs, pubs and theatres in Karlstad.

## OTHER USEFUL INFORMATION

### SMOKING

Smoking is not allowed inside the university buildings, in your accommodation, in restaurants or public bars.

### ALCOHOL AND DRUGS

Food stores only sell low and medium alcohol beer. If you want to buy wine, spirits or strong beer you have to go to Systembolaget. This is the only place licensed to sell alcohol stronger than 3,5%. Note that you have to be at least 20 years old to buy alcohol and be able to verify it by identification. Systembolaget is closed on Sundays and on public holidays.

In pubs, alcohol is served to the over 18. But please note that many bars and nightclubs have an age limit to enter the place, which in many cases is much higher than 18 years old.

Remember that it is against the law to drive under the influence of alcohol in Sweden. Even one beer is too much. It is also forbidden to attend courses at the university while under the influence of alcohol and drugs. In fact, any international student using drugs will be expelled from the university and sent back to their home country.

### TRANSPORT IN KARLSTAD

The following buses go from the centre of the city to the university: 2, 3 or 1 (a direct bus). Information about buses and the various types of tickets available will be provided during orientation week.

### BUSINESS HOURS AND TELEPHONE NUMBERS

#### Shops in general

Monday-Friday 10:00-18:00 (10 a.m. – 6 p.m.)

Saturday 10:00 – 16:00 (10 a.m. - 4 p.m.)

Some supermarkets and food stores are open later during the week as well as on Saturdays and Sundays.

#### Postal Matters

Stamps and envelopes can be bought at "Pressbyrån", petrol stations and some grocery stores.

#### Banks

*Swedbank*

Monday-Friday 10:00 – 18:00 (10 a.m. - 6 p.m.)

Tel: +46 (0)54 19 80 00

*SE Banken*

Monday-Friday 10:00 – 15:00 (10 a.m. - 3 p.m.)

Tel: +46 (0)54 14 92 00

Opening hours for other banks may differ but all are open Monday-Friday 10:00 – 15:00 (10 a.m. - 3 p.m.)

#### Pharmacies

*Apoteket Beckasinen*

Close to the university

Monday-Friday 9:30 – 17:00 (9.30 a.m. - 5 p.m.)

Closed for lunch 12:30 – 13:30 (12.30 p.m. – 1.30 p.m.)



#### *Apoteket Örnen*

Järnväggsgatan 2, City Centre  
Monday-Friday 10:00 – 19:00 (10 a.m. - 7 p.m.)  
Saturday 10:00 – 16:00 (10 a.m. - 4 p.m.)  
Sunday 12:00 – 16:00 (12 a.m. - 4 p.m.)

Tel: 0771-450 450  
[www.apoteket.se](http://www.apoteket.se)

#### **Dental Clinics**

##### *Folktandvården Kronoparken*

Close to the university

Tel: (054) 61 69 50

Telephone hours: 07:45-09:45

##### *Tingvallakliniken*

City Centre

Tel: (054) 13 74 30

Telephone hours: 07:50-09:30

#### **Accommodation Office (STUB)**

+46 (0)54 29 34 50

Telephone hours:

Mon – Fri 09:30 – 11:30

[www.stub.se](http://www.stub.se)

#### **Other Useful Telephone Numbers and Links**

##### *Karlstad University*

+46 (0)54 700 10 00

##### *Emergency number*

112

##### *Police*

(054) 14 50 00

##### *Medical help at nights and weekends*

0771 250 500

##### *Immigration Authority*

+46 (0)771 23 52 35

##### *Transportation*

Karlstad Airport

+46 (0)54 55 60 00

[www.lfv.se](http://www.lfv.se)

Airport bus (must be booked in advance)

020 323 201 (coaches)

020 97 97 97 (airport taxi)

From abroad +46 20 97 97 97 or +46 8 441 81 37

##### Train tickets

+46 (0)771 75 75 75

[www.sj.se](http://www.sj.se)

##### Long-distance coaches

+46 36 290 80 00 or 0771 218 218 (domestic only)

[www.swebusexpress.se](http://www.swebusexpress.se)

+46 (0)771 15 15 15

[www.safflebussen.se](http://www.safflebussen.se)

##### Taxi

(054) 15 02 00 (Taxi Kurir)

(054) 15 15 10 (Orrholmen Taxi)

(054) 21 82 18 (Mini Taxi)

##### Other useful transportation links

[www.swedenbooking.com](http://www.swedenbooking.com)

[www.sas.se](http://www.sas.se)

[www.flygtaxi.se](http://www.flygtaxi.se)

##### *The Student Union*

[www.karlstadstudentkar.se](http://www.karlstadstudentkar.se)

##### *Karlstad City and Värmland*

[www.karlstad.se](http://www.karlstad.se)

[www.varmland.org](http://www.varmland.org)

##### *Sweden*

[www.si.se](http://www.si.se)

[www.sweden.se](http://www.sweden.se)

[www.studyinsweden.se](http://www.studyinsweden.se)

[www.swedenintouch.se](http://www.swedenintouch.se)

##### *Swedish Embassies and Consulates*

[www.sweden.gov.se/sb/d/4189/](http://www.sweden.gov.se/sb/d/4189/)

##### *The Swedish Migration Board*

[www.migrationsverket.se/english.jsp](http://www.migrationsverket.se/english.jsp)

##### *Insurance*

[www.kammarkollegiet.se](http://www.kammarkollegiet.se)

##### *Scholarships*

[www.sweden.se](http://www.sweden.se)

##### *Higher education in Sweden*

[www.studyinsweden.se](http://www.studyinsweden.se)

[www.hsv.se](http://www.hsv.se)

[www.vhs.se](http://www.vhs.se)

[www.studera.nu](http://www.studera.nu)

# THE COUNTRY OF SWEDEN

## SOME BASIC FACTS ABOUT SWEDEN

OFFICIAL NAME	The Kingdom of Sweden
FORM OF GOVERNMENT	Constitutional monarchy and parliamentary state
CAPITAL	Stockholm
OFFICIAL LANGUAGE	Swedish
OFFICIAL RELIGION	No official church but basically Lutheran
AREA	449,964 km <sup>2</sup>
POPULATION	About 9,000,000
ETHNIC COMPOSITION	Swedish 90%, Finnish, Iranian, Bosnian and other
MAJOR CITIES	Stockholm, Göteborg, Malmö, Uppsala and Linköping
CURRENCY	SEK, Swedish crown (1 krona = 100 öre)

## WELCOME TO SWEDEN

Sweden is a Scandinavian kingdom of nine million inhabitants, of which almost two million live in and around the capital, Stockholm. Urban Sweden is modern, stylish and safe. Rural Sweden breathes tranquility and natural Sweden harbours some of the largest uninhabited expanses left in Western Europe.

## THE PEOPLE

The Swedes are the dominant ethnic group but there are sizeable numbers of Finns and Same or Lapps, a people who inhabit the northern parts of Sweden, Norway, Finland and Northwest Russia. Sweden also has relatively large immigrant groups from many parts of the world.

## GEOGRAPHY

Sweden is the largest of the Scandinavian countries; in area it is almost as big as France and the distance from north to south is the same as the distance from Copenhagen to Rome. It borders on Norway (west and northwest), Finland (northeast) the Gulf of Bothnia (east), the Baltic Sea (southeast) and the North Sea (southwest).

Sweden can be roughly divided into four physical regions (from north to south): the mountain and forest region (basically the area known as Norrland – well over half of Sweden); the lowland lake country (mainly the area known as Svealand and the northern part of Götaland) – Sweden has over 90,000 lakes; a relatively low highland area (roughly the province of Småland); and the small but rich agricultural plains of the south (roughly the province of Skåne).

## CLIMATE

As Sweden lies far to the north, there are considerable differences between the seasons and especially in the number of daylight hours. These differences are further emphasized by the length of the country. In the far north, there is continuous daylight for about two months in the summer and more or less total darkness for two months in the winter.

Karlstad has daylight from about 9.00 a.m. to about 3.00 p.m. in December, in the summer it is light even at night.

There are also considerable fluctuations in temperature from December to March. The average temperature is below 0°C, with lows below -20°C and during this period there is normally snow, and the rivers and lakes are frozen. Warm and windproof outdoor clothing is essential for winter. In the summer the average temperature from July to August is above 15°C, with highs normally between 25-30°C, often with cold nights and hot days.

## HISTORY

Sweden emerged as an independent state in the early middle ages during the Viking age. A stable monarchy was established in the 13th century, which included much of present-day Finland but not the southwestern part of present-day Sweden, which formed part of Denmark. However, it was not until 1523, when Gustav Vasa became king, that a national Swedish state began to emerge.

In the 17th century, this state grew to be a major European power with possessions on the eastern and southern shores of the Baltic, a status which came to an end with the defeat of Karl (Charles) XII in the Great

Northern War (1700-21). The absolutism of the Vasa era began to give way to parliamentary government in the first half of the 18th century only to return with Gustav III (1771-92). However after a disastrous war with Russia, Sweden chose a new crown prince, one of Napoleon's marshals, Jean-Baptiste Bernadotte, and formed a union with Norway.

The end of the Napoleonic era marked the end of Sweden's involvement in foreign wars and the second half of the 19th century saw the first reforms in the direction of a modern liberal state. 1865-1910 was also an era of major emigration to the United States.

The union with Norway was dissolved (1905) and Sweden became an industrialized welfare state where since the 1930 the Social Democratic Party has been the dominant force in politics. Throughout the century Sweden has followed a policy of non-alignment but has been active on the international arena with a strong commitment to the United Nations. In 1996, after a closely fought referendum, Sweden joined the European Union.

## **ECONOMY**

Sweden is rich in natural resources, timber and iron are being the major assets, but with some deposits of copper, gold, silver and lead. Also because of its abundance of rivers, it is a major producer of hydro-electric power.

Sweden has developed a mixed state and private economy that is largely based on services, heavy industries and international trade. Light engineering centres on electronics and telecommunications and has gained in importance. Sweden exports about 50 per cent of its industrial output.

The agricultural sector is small and highly mechanized; its output meets about 80 per cent of the domestic demand.

## **EDUCATION**

The educational system in Sweden consists of the nine-year compulsory comprehensive school (from 7 until 16) and the three-year upper secondary school which offers both general and vocational programmes.

After completing compulsory school about 90 per cent go on to upper secondary school and thereafter about 30 per cent to some form of higher or tertiary education. Sweden has over 40 universities and colleges including some that specialize in the fine arts. There are also a number of colleges of health sciences for the paramedical professions.

## **LIFE IN SWEDEN**

Like all countries, Sweden has its own particular traditions and customs, which differ in many ways from those of other countries. In a foreign culture it is very easy to misunderstand and be misunderstood so it is a good idea for international students to prepare for their stay in Sweden by finding out as much as they can about the country before coming here. It is impossible to describe the culture of a country in a few short paragraphs but the following are some of the typical features of Swedish behaviour and attitudes.

Modern Sweden may be described as an egalitarian society where position and title play a less significant role than in many other societies. Equality of opportunity is a key concept which permeates the whole of society although this does not mean that there are not still considerable differences between people in terms of education, social position and economic standing.

Linked with this sense of equality is an attitude of informality. Although there are many situations in which Swedes behave with a high degree of formality, everyday life is characterized by a strong sense of democracy and informality. This is particularly noticeable in the university but also in social life in general. Informality does not mean a lack of awareness of time. It is very important to be punctual for meetings, classes, appointments and also social engagements.

Swedes may appear reserved at first but, on closer acquaintance they are open and generous and form strong and lasting friendships.

Sweden has been going through a period of readjustment with relatively high unemployment, a situation to which Swedes have not been accustomed. This has meant that life has become tougher and that there has been an increase in racial tension, although Swedes in the main prefer to avoid conflict and settle their differences by consensus.



## SWEDISH TRADITIONS

During Lent Swedish people traditionally eat semlor (a bun with cream and almond paste) but these buns are so popular that nowadays you can buy them from January onwards.

Easter is the time for eggs, preferably painted ones. Little children dress up as Easter witches and visit people's home giving away paintings and drawings that they have made, hopefully in return for sweets (perhaps a Swedish version of "trick or treat") and in most homes you will find twigs decorated with coloured feathers.

The last day of April is Valborgsmässoafton, or Walpurgis Night, with bonfires and choir-singing in celebration of the coming of spring. For students it is a day for parties and fun, and in Karlstad the students organize a carnival. May 1 is celebrated in Sweden as Labour Day with demonstrations and marches. Sweden celebrates its National Day on June 6, in memory of Gustav Vasa's accession to the throne in 1523 (he was the man who freed Sweden from the Danes) and the signing in 1809 of a new constitution.

Celebrating Midsummer is one of the major Swedish traditions with dancing around a maypole that has been clad in leaves and flowers. Tradition has it that if you want to know who you will marry, you should pick seven different flowers in silence and put them under your pillow and you will see your intended in your dreams.

The beginning of August is the time for crayfish parties. Crayfish are a delicacy and traditionally August was the beginning of the crayfish season and it is celebrated with parties.

Late in November Swedes start eating Julbord (a special Christmas Smörgåsbord), where everybody can choose their speciality. On December 13 Santa Lucia, "the Queen of Light", comes to visit early in the morning. It is a beautiful ceremony with choirs of boys and girls, dressed in white and holding candles, and Lucia herself with a crown of candles on her head.

Christmas is celebrated on Christmas Eve, when Father Christmas visits all the children, hopefully bringing some presents. New Year's Eve is a time for parties and fireworks.

## PUBLIC HOLIDAYS

The following are the official public holidays in Sweden. On these occasions, as well as on Midsummer's Eve, Christmas Eve and New Year's Eve, most people are not at work.

New Year's Day	Nyårsdagen	(January 1, 2009)
Epiphany	Trettondag jul	(January 6, 2009)
Good Friday	Långfredagen	(April 10, 2009)
Easter Sunday	Påskdagen	(April 12, 2009)
Easter Monday	Annandag påsk	(April 13, 2009)
1 May	Första maj	(May 1, 2009)
Ascension Day	Kristi Himmelsfärd	(May 21 2009)
Whit Sunday	Pingstdagen	(May 31, 2009)
National Day	Nationaldagen	(June 6, 2009)
Midsummer Day	Midsommardagen	(June 20, 2009)
All Saints Day	Alla Helgons Dag	(October 31, 2009)
Christmas Day	Juldagen	(December 25)
Boxing Day	Annandag Jul	(December 26)

## FURTHER INFORMATION

More information about all aspects of Sweden is available at:  
[www.sweden.se](http://www.sweden.se)

There is also a series of fact sheets published by the Swedish Institute in English, French, German and Spanish. These fact sheets can be downloaded from the Institute's website at [www.si.se](http://www.si.se), as can information about books on Sweden and scholarships.

All the information you need to study in Sweden as a foreign student is available at:  
[www.studyinsweden.se](http://www.studyinsweden.se).

## VÄRMLAND

Värmland, one of the twenty-four provinces in Sweden, is known for its forests, lakes and wildlife. The province, bordering on Norway, lies to the north and west of Sweden's biggest lake, Vänern. The river Klarälven runs through the province, rising in Norway in the north and flowing into Vänern in the south.

Värmland is known throughout Sweden for its beautiful landscapes and cultural treasures but it is also the province of timber, iron and water. It was these resources that in the 17th century provided the basis for industries that are still active today. Värmland is also known for its pulp and paper industries and its paper machines. Those are also important areas for Karlstad University.

Värmland is ideal for hiking, canoeing, camping or fishing. During the winter you can skate on lakes or ski on the slopes and through the forests. There is plenty of space for everyone. The local culture has deep roots, based on the pilgrimages of the Middle Ages, celebrated authors and theatre, music, art and design.

For more information about Värmland, please visit: [www.varmland.org](http://www.varmland.org)

## THE CITY OF KARLSTAD

Karlstad, the county town of Värmland, is situated in a delta on the northern shore of Lake Vänern where the river Klarälven branches into many arms before flowing into Lake Vänern. The city has just over 80,000 inhabitants and lies at the heart of Scandinavia with Gothenburg, Stockholm, Copenhagen and Oslo within easy reach. It offers the pleasures of a small town and yet is close to the big city.

The site has been inhabited since the early Middle Ages when it was a trading station. Karl (Charles) IX granted the town its municipal charter in 1584, hence its name, and since then Karlstad has become a cultural and commercial centre, an important industrial city as well as an administrative capital. It is home to many high-expertise companies and the town is one of Scandinavia's main centres for consultants in the tele and data communications industry.

Karlstad is also a research and development centre for machinery used in the pulp, paper and process industries. It has excellent communications both by road, rail and air, and the university provides it with a well-educated workforce.

From the recreational viewpoint, Karlstad has a lot to offer, from outdoor activities and sports to culture and entertainment. On the shores of Lake Vänern, just outside Karlstad, lies Skutberget, a recreational amenity which has bathing facilities, a running and ski track and other training facilities. In the winter, it is ideal for cross-country skiing and in the summer, for sail-boarding and canoeing. Sunne Ski Centre, about an hour's drive from Karlstad, has a number of fine downhill and slalom pistes.

The city offers plenty of entertainment with plays, operas and ballets being performed at the beautiful old theatre. The city boasts a large library, several art galleries and museums; and there are, of course, cinemas, restaurants and places to dance. Karlstad has most restaurants per inhabitant of all Swedish towns.

Karlstad is also known as the sun city because of the legend of Sola i Karlstad (sol = sun). However, although the sun does shine a lot in Karlstad, Sola was, in fact, a girl who lived in the 18th century and worked at a hotel in Karlstad. She was always so kind, helpful and smiled at everybody. She is a good example of a regular Värmlänning.

### Tourist Office Karlstad

The tourist information office is located in the public library downtown.

Tel +46 (0)54-29 84 00

E-mail: [tourist@karlstad.se](mailto:tourist@karlstad.se)



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