



Chalmers Information Form

For partners & prospective incoming students

(updated 19.12.2013)

Address Chalmers International Mobility
Chalmers University of Technology
Fysikgården 4
SE-412 96 Gothenburg, Sweden

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

Erasmus Code S GOTEBOR02

Application Deadline

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

Application Procedure

Online application

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

Nomination

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

Learning Agreement

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

Academic Information

Semester Dates and Credit System

Autumn Semester 2014: 1st September 2014 –17th January 2015
Spring Semester 2015: 19th January 2015 – 6th June 2015

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

Course / Programme Catalogue

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

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

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

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

Schedule

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

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

Schedules can be found on the following link

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

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

Architecture

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

<https://student.portal.chalmers.se/en/chalmersstudies/incomingexchange/Pages/Incoming-exchange-students-within-architecture.aspx>

Language Proficiency

All courses included in Chalmers' Master's programmes are taught in English. A very good knowledge of the English language is therefore required to successfully pursue the studies. We also recommend students to take a basic Swedish language course, which is offered by Folkuniversitetet at a discount price. http://www.folkuniversitetet.se/Har-finns-vi/Goteborg/swedish_goteborg/

Grading Scales

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

1. Grade scale: U, 3, 4, 5 (U = fail, 5 = top grade)
2. Grade scale: U or G where G = pass, U = fail

Academic Transcript

Chalmers will issue transcripts twice a year in July and in February. Exchange students will be requested to state the addresses to which transcripts will be sent. Two transcripts will be sent to the home university.

Master's Thesis / Project

Exchange students are recommended to take courses while studying at Chalmers. The possibility of doing project work or write a Master's thesis at Chalmers are limited but it depends on the department. Some departments are open to this while others are not. Students with the intention of doing project work or write a Master's thesis should establish contact with a supervisor at Chalmers before arrival by contacting the department directly. In order to contact the right department, one needs to have decided the subject/field of the thesis or project. Also, when contacting a potential supervisor, please include a description of the project and information about the number of credits it should contain as well as a brief background of your previous academic work. Find your department here:

<http://www.chalmers.se/en/departments/Pages/default.aspx>

Accommodation

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Gothenburg is a popular city to study in and there is a very high demand for student housing in Gothenburg. Finding appropriate accommodation may be difficult. Chalmers cannot guarantee accommodation for exchange students. Nevertheless, most students find a room via the municipal housing agency (Boplats) or the Student housing company SGS within the first 2-3 weeks in Gothenburg. However, students must be prepared to travel around 20-30 minutes to get to campus.

Information on how to apply for student rooms will be sent by email in the Welcome letter that all accepted students get.

Arrival and Enrolment

Enrolment

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

Official Reception

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

Estimated Costs of Living (in €)

Accommodation

Student Dormitories: 320-550 € per month
Private Apartments: 400-600 € per month

Food/Meals

170-250 € per month

Public Transportation (i.e. Västtrafik)

Approx. 45-60 € per month
(lower cost up to age 26)

Academic Expenses

40-100 € per study period
(depending on type of course)

Personal Expenses (clothes, leisure, etc.) 150 € per month (depending on individual needs)

Student Union Fee Approx. 25-30 € per semester

Support for disabled students

Support for Disabled Students Individual support is given to all students with functional limitations. For more information, please visit: https://student.portal.chalmers.se/en/contactservice/Students_with_Disabilities/Pages/students_with_disabilities.aspx

Visa requirements and residence permits

Entry regulations Citizens of the European Union do not need a visa for Sweden. However, after three months you have to register yourself for residency http://www.migrationsverket.se/info/150_en.html

Citizens from countries outside of the EU need to check with the Swedish Migration Board whether they need a visa or not. The incoming student is responsible for obtaining the visa on time and any costs associated. Information about The Swedish Migration Board can be found at: http://www.migrationsverket.se/info/start_en.html

Apply for your permit of residence at the Swedish embassy/consulate in your home country or online. Submit the following documents:

- a copy of the passport
- a letter of acceptance showing that you have been admitted to full-time study
- copy of the document that proves that you have comprehensive health insurance that is valid in Sweden
- a bank statement showing that you have your own funds to support yourself. The bank statement should be recent and in English, or documents verifying that you have been awarded a scholarship, study grant or other financial aid. You need to show you have SEK7300 per month for your upkeep.

When applying for a residence permit you will be requested to pay a fee of SEK 1,000.

Please allow for at least 10 weeks for the issuing of your resident permit.

Health Insurance

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

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

Bank Account

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

Credit Cards All major credit cards (VISA, MasterCard etc.) are accepted widely in Gothenburg and Sweden

Miscellaneous

Student Union	As a student at Chalmers it is mandatory to be a member of the student union. They represent the students and are working with questions concerning the quality of the education, social activities and job market questions. Please visit the homepage of the student union to find out more about its activities: http://www.chs.chalmers.se/en/
Transportation	Information and timetables for trams and buses in the Gothenburg area can be found on Västtrafik's homepage: http://www.vasttrafik.se/en/
Tourist Guide	The official guide to Gothenburg City: http://www.goteborg.com/en/

Contact persons

Nordic countries	Ms Rigmor Alfsdotter rigmor.alfsdotter@chalmers.se +46 31 772 8642
France, The Netherlands, Latin America Russia	Ms Ing-Britt Carlsson, ing-britt.carlsson@chalmers.se +46 31 772 1178
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More information for incoming exchange students can be found here:

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