



KTH ROYAL INSTITUTE
OF TECHNOLOGY

Handbook for International Students

An Introduction to Sweden
and Studies at KTH



Welcome to KTH

As Sweden's premier technical university and one of the leading centres of research in Europe, KTH is proud to welcome you to Stockholm. Situated on a beautiful, historically protected campus in the centre of the city, it is an ideal place to pursue your studies.

KTH is Sweden's most prestigious technical university, it is also the country's oldest and largest. With world-class facilities the university offers a wide range of programmes and the most internationally diverse student body of any technical university in the country. From classes with leading experts in their fields to the vibrant atmosphere of Stockholm, KTH has something to offer students from around the world.

Taking the Next Step

As you prepare for your studies, the questions you face may seem endless. Where do I go when I arrive? What do I need to know about residence permits, health insurance or student services? And who should I contact for more information? With this handbook as your guide, we aim to answer these and other questions to help make your transition abroad as smooth and informed as possible.

Also, we have included a checklist to help guide you through the necessary steps you need to take before departure.

So take a moment to get acquainted with life at KTH. We hope that you are excited about joining us in Stockholm, and we look forward to meeting you soon.

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A Word From the President

Before you jump into the details of KTH student life found in this handbook, I want to welcome you to this exciting new chapter in your life.

KTH is dedicated to bringing the best intellects, facilities and environment together to not only ensure an excellent education, but to also contribute global innovations in every area of academia and research we offer. You will be part of this exciting lineage and your potential is limitless.

This may also be a new country or city for you, so we want you to feel at home in Stockholm and at KTH. Every year we work to ensure that new students have the best support system possible, helping them to acclimatise to their new environment. Inside this handbook you will find answers to many of the practical questions you may have, but if you still need support please don't hesitate to get in touch with us. We are here to help.

Enjoy this unique opportunity to pursue knowledge and experience in one of the best universities and cities in Europe. It is our belief that together, the world's challenges and adversities can be overcome with new ideas and those willing to implement them. Join us in shaping the future.

Welcome to KTH!



Peter Gudmundson, President at KTH

Sweden

Sweden is often described in terms of contrasts; innovative modernity and historical tradition, high technology and magnificent natural settings, rationality and beauty, land and water. Sweden is also known for its multinational brands, such as IKEA, Ericsson, Volvo and H&M as well as cultural brands like ABBA, Stieg Larsson, Astrid Lindgren, Ingmar Bergman and many more. You can read more about life in Sweden at: www.sweden.se

Facts and Figures about Sweden

- 9.8 million inhabitants
- 500 000 square kilometres
- Member of the EU since 1995
- Currency: 1 krona (SEK) = 100 öre
- Constitution: Constitutional monarchy, parliamentary democracy
- Parliament: The Riksdag, with 349 members in one chamber
- Head of State: King Carl XVI Gustaf
- Head of Government: Prime Minister

Education in Sweden

Compulsory schooling in Sweden lasts for nine years, followed by three

years in upper secondary school. Around one third of young people in Sweden go on to higher education at a university or college. Tuition is free of charge at all levels of the compulsory, upper secondary school and higher education system for Swedes and citizens of EU/EEA countries and Switzerland. Private schools and colleges are few in number and generally receive government grants.

From the 2011/2012 academic year, students from countries outside the EU/EEA and Switzerland must pay tuition and application fees for higher education in Sweden.

Climate

Influenced by the warm Gulf Stream, the Swedish climate is milder than you might expect at this latitude. In the summer it can be hot and dry with temperatures reaching up to 30° Celsius as well as down to 15°C. The differences between the southern and northern regions are considerable.

Northern Sweden is covered by snow in wintertime, with temperatures down to -30°C, while winter in



southern Sweden does not always mean snow nor temperatures below zero. In summer time the north of Sweden enjoys the mid-night sun – a phenomenon which means that the sun never sets in June/July, with constant daylight as a consequence.

Average Midday Temperatures in Stockholm:

Winter: Dec–Mar, –5 to 2° Celsius

Spring: Apr–May, 8 to 14° Celsius

Summer: June–Aug, 18 to 24° Celsius

Autumn: Sept–Nov, 5 to 15° Celsius

Stockholm

Stockholm is the capital of Sweden with over two million inhabitants in the greater Stockholm area. It is located between Lake Mälaren and the Baltic Sea and is characterised by an innovative atmosphere and a bustling city life.

The capital contains the heart of Swedish commercial and business life. Financial services, IT, biomedicine, environmental technology and the rapidly increasing “experience industry” (media, design, music, etc.) are among Stockholm’s most prominent industries today.

The city also provides a full range of events within culture and sports.

Stockholm’s city centre is made up of 14 islands connected by bridges. The city’s unique location means that water is always close by. This offers spectacular views and outstanding activities, such as fishing, swimming, sailing or ice-skating in the heart of the city or the surrounding archipelago. The extensive archipelago is often described as a unique natural experience as it has more than 24.000 islands of which only 150 are inhabited throughout the year.

Traditions and Holidays

Holidays in Sweden are both religious and secular. Many of them date back to the time when Sweden was primarily an agricultural society. Below are some examples of major holidays celebrated in Sweden.

Easter

Easter is primarily a family holiday. Children dress up as “Easter witches” and pay visits to their neighbours asking for sweets. Good Friday, Easter Sunday and Easter Monday are national holidays.

Walpurgis Eve

On the evening of April 30, Swedes welcome spring by lighting bonfires

and listening to choirs singing traditional songs. Speeches are delivered to greet the arrival of spring.

Midsummer

Late in June when days are at their longest, Midsummer is celebrated. This is one of the biggest, and certainly most popular, Swedish holidays. In the afternoon the maypole is raised and people dance around it. The menu offers pickled herring, new potatoes and strawberries.

According to tradition, unmarried girls pick seven different kinds of flowers, put them under their pillows and dream of their husband-to-be.

Crayfish Season

The first Wednesday in August traditionally marks the beginning of the crayfishing season. This is celebrated with outdoor parties illuminated by colourful lanterns where silly hats are worn.

Lucia

St Lucia was an Italian saint whose memorial day is celebrated in Sweden on 13 December. Lucia is supposed to bring light in the darkest period of the year. If you happen to be up early, there is a good chance of seeing a Lucia parade at

the KTH Main Library, the Student Union or elsewhere on campus.

Christmas

Even before Christianity was introduced in Sweden, there was a winter solstice celebration. Today Christmas is an important holiday. Most people are off work or school for at least one or two weeks. The peak of the celebration is 24 December when families eat traditional food, gather around the Christmas tree and children wait for Santa Claus to bring Christmas presents.

New Year's Eve

New Year's Eve, 31 December, is celebrated either at home or with friends.

Daylight Saving

Like most countries in Europe, Sweden temporarily adjusts time to enjoy longer daylight hours during the summer period.

Winter time: the clock is adjusted backward one hour on the last Sunday in October. Summer time: the clock is adjusted forward one hour on the last Sunday in March.

Living and Studying in Sweden

Residence Permit

Non EU/EEA citizens

Students from outside the EU/EEA require a residence permit to study in Sweden. The authority responsible for issuing residence permits is the Swedish Migration Agency, *Migrationsverket*. Apply for a residence permit for studies online at: www.migrationsverket.se

If you are required to pay tuition fees you should pay the invoice before applying for a residence permit as your application will not be processed until your payment is cleared.

Extension of Permit

A residence permit for studies is granted for maximum 13 months at a time. If you will be staying in Sweden for more than 12 months you need to apply for an extension before your permit expires. You cannot obtain a permit for longer than your passport's period of validity so make sure to extend your passport if necessary.

EU/EEA/Nordic/Swiss citizens

Students from EU/EEA or Nordic countries may study in Sweden without a residence permit. Swiss students must apply for a residence permit upon arrival to Sweden.

Work in Sweden

International students are allowed to work in Sweden during their period of study. No additional work permit is needed. However, please be aware that it is difficult to find a part-time job in Stockholm, especially if you do not speak Swedish.

Personal Identity Number

International students who will stay in Sweden for more than 12 months can be registered in the Swedish population register and obtain a personal identity number. You must be enrolled at a Swedish university to apply. The issuing agency is the Swedish Tax Agency, *Skatteverket*.

The personal identity number is widely used for everyday purposes

and obtaining this will facilitate contact with companies, organisations and authorities in Sweden.

EU citizens should try to obtain the EU health insurance card from their social insurance office as this is a requirement to register in Sweden.

Recommended Insurance

It is very important that all international students have comprehensive insurance coverage for their entire stay in Sweden.

A comprehensive insurance should include:

- Medical care
- Dental care
- Personal injury (accidents)
- Personal possessions (luggage, etc.)
- Liability cover (in the event that you are subject to a damage claim, e.g. cause of fire in apartment)
- Legal expenses cover (if you need to make a damage claim)
- Home transportation (in case of serious injury)

Please take time to find out how you are insured and if you have additional coverage through KTH. All above mentioned components should be covered. You can read more

about insurance coverage at:
www.kth.se/newatkth

Health Care

The Swedish health care system is financed by a social insurance that provides all citizens with subsidised health care through the government. There are both public and private providers of health care. Depending on the length of your studies and citizenship different regulations apply to public health care in Sweden. Dental care is not fully subsidised and is therefore relatively expensive in Sweden. As such, it's a good idea to have a full dental check-up before you leave your home country. You can read more about health care in Sweden at: www.kth.se/newatkth

European Health Insurance Card
EU/EEA citizens should bring the European Health Insurance Card (EHIC) which is issued by the social insurance office in their home country. The card entitles students to health care in Sweden at the standard patient fee. Bring the card every time you need to seek medical care.

Public Transportation

Public transportation is easy to use in Stockholm, and in Sweden in general. Stockholm Public Transport, SL, provides travel by commuter train, metro, bus, tram and boat, throughout the greater Stockholm area. To use public transportation you need an electronic travel card charged with 30 or 90 days. This will provide you with unlimited travel within the greater Stockholm area and this is by far the easiest and cheapest way to get around. Find more information about routes, tickets and prices at: www.sl.se/en

Bank and Cash

The Swedish currency is the *krona* (SEK). Sweden does not use the Euro currency. You should not carry large amounts of cash or personal cheques from abroad into Sweden. We strongly recommend that you bring a VISA/Mastercard to ensure access to existing bank accounts. Having access to a Swedish bank account during your stay in Sweden can be convenient for paying bills and receiving incomes, etc. However, requirements may vary at different banks. All banks charge a fee for their services and without a Swedish personal identity number the offered services are limited.

Mobile Phone Services

There are several companies on the market that provide mobile phone services such as prepaid refill cards or mobile phone plans. It is well worth comparing their offers to find one that best suits your needs. Please note that not all mobile phones are compatible with the European mobile phone network.

Cost of Living

Depending on costs for housing, food and leisure a typical minimum student budget for one month in Stockholm could be (all costs in SEK):

- Food: 2.000
 - Accommodation: 2.500–6.200
 - Local travel: 560
 - Telephone/internet: 300
 - Insurance/medical care: 300
 - Hobby/leisure: 1.100
- Total: SEK 6.760–10.460

Meals at a self-service restaurant cost approximately SEK 65–100. The student restaurants at KTH offer meals at reasonable prices. Many students bring their own food that can be heated in microwave ovens provided on campus premises. More information on the cost of living: www.studyinsweden.se/life-in-sweden

Arrival at KTH

The main campus at KTH is called KTH Campus and this is where central student services are located. Most new students will need to go to KTH Campus either to pick up their key for accommodation or to get other essential information. Go to www.kth.se/newatkth to find directions under *Maps and addresses*.

Arrival Services

Arrival services are provided to facilitate a smooth arrival for international students. Free shuttle buses are offered to Stockholm's international students on certain days at the beginning of the semester. Before planning your arrival be sure to check the updated information on the *Arrival and Introduction pages* at www.kth.se/newatkth

Introduction Programme

All new international students at KTH are encouraged to participate in the introduction programme at the beginning of the semester. The introduction programme is intended to help new students

adjust to life in Stockholm, prepare them for their studies at KTH and provide them with essential information about Sweden. For more details about the introduction programme see www.kth.se/newatkth

Programme/School Activities

Introduction activities may also be arranged by your KTH school or programme at the beginning of the semester. The international/programme coordinator will be your key academic contact during your studies and will be able to help you with any academic concerns you might have. You will receive information about the school or programme activities from your coordinator before the start of your studies.

How to Get to KTH

KTH is spread out over four campuses in the Stockholm region. From the Central Station in Stockholm and the adjacent metro hub, *T-Centralen*, you have easy access to all KTH Campuses. T-Centralen is the heart of the Stockholm transport network

and connects long-distance and commuter trains, metro, buses and taxis.

From the Airports

There are many ways to travel from Stockholm International Airport, *Arlanda*, to the city of Stockholm. Read about the free shuttle bus (Arrival Services) above. The airport transfer buses depart every 10–15 minutes outside the arrival hall at Arlanda to *City-terminalen*, adjacent to the Stockholm Central Station. The high speed train, *Arlanda Express*, departs every 15 minutes to Stockholm Central Station and takes about 20 minutes.

Certain airlines arrive at Skavsta Airport. The airport transfer bus takes about 80 minutes to Stockholm Central Station.

KTH Campus

KTH Campus, the main campus at KTH, is just 5 minutes away by metro from T-Centralen and the Central Station.

Take the red line towards *Mörby Centrum* and get off at the station *Tekniska Högskolan*. Follow the signs towards Tekniska Högskolan and KTH.

KTH Kista

Metro: Take the blue line from T-Centralen towards *Akalla* and get off at the station *Kista*. The trip takes about 20 minutes.

KTH Flemingsberg

Commuter train: From T-Centralen towards *Södertälje*. Get off at the station *Flemingsberg*. The trip takes about 20 minutes.

KTH Södertälje

Commuter train: From T-Centralen towards *Södertälje*. Get off at the station *Södertälje Centrum*. The trip takes about 45 minutes.

Map of KTH Campuses





Studying at KTH

The academic year consists of 40 weeks divided into two semesters, each consisting of two study periods. Each study period comprises of circa seven weeks of scheduled tuition, such as lectures or laboratory work, followed by about one week of examinations. For architecture students the semesters are not divided into study or examination periods. Be aware that the course dates may vary and that compulsory attendance is decided by the professor. Please take this into account when planning potential travels.

Academic Calendar

See www.kth.se/en/student, section *Timetables* for specific information about the academic calendar.

Credits and Grades

KTH uses a system of credits where one week of full time study (40 hours including lectures, individual studies, etc.) is equivalent to 1,5 credit. One academic year equals 60 credits. Swedish credits may be compared to European ECTS credits, in which 60 ECTS credits correspond

to the workload of one full-time academic year, normally 1500–1800 hours.

The grading scale ranges from A (excellent) to F/FX (fail).

A = excellent

B = very good

C = good

D = satisfactory

E = sufficient

A distinction is made between the grades FX and F that are used for unsuccessful examinations. FX means: “fail – some more work required to pass” and F means: “fail – considerable further work required”. No overall grade is given for a degree and students are not ranked.

Examinations

Examinations are normally taken at the end of each study period. Courses may include written and/or oral examinations. Exercises and laboratory work may also form part of examinations. If you fail your first exam there are re-examination

periods throughout the academic year. Bring your KTH student identification card and your passport or other valid photo ID to the exam.

Cheating on exams is strictly forbidden at Swedish universities. Any student who is caught cheating or disrupting academic activities may be suspended from lectures and exams.

Additional Courses

Students that are liable to pay a tuition fee will have to pay additional fees for courses that are not included in their degree, language courses included. Visit our web to read FAQ about tuition fees: www.kth.se/en/student/studentliv

Language Courses

Courses in Swedish

An introductory course in Swedish language and culture will be offered to all international Master's students who are starting their studies at KTH in the autumn semester.

SWELL Open is an online Swedish elementary distance course which is open to all international students at KTH. The course has no limited participation or application deadline and does not generate any academic credits.

Pre-sessional Course in English

This course prepares students for their studies at KTH with lessons and seminars in effective study skills and English for academic purposes. For further details, please visit: www.kth.se/presessionalenglish

Additional Language Support

On the KTH Language and Communication website you will find more information about language courses, language cafés and other activities connected with learning a language: www.kth.se/en/language

Student Services

KTH provides a full range of support and service for our students. Below is a summary of what we can offer during your studies at KTH.

KTH Entré

KTH Entré is the central meeting point and service desk on campus. Here you will get help finding your way around KTH, help acquiring official transcripts and support with IT-related issues. Visit KTH Entré if you do not know where to turn or who to contact at KTH, or simply want a place to meet friends over a coffee or study project.

Support for International Students

KTH provides a number of services to help facilitate your transition when moving to Sweden. If you have questions about residence permit, banking options, insurance, the Swedish health care system or any other concern related to settling in Swedish society contact Information & Service at: info@kth.se

Study Counselling at KTH

KTH provides qualified study counselling either through a central

study counsellor, who works on a more general basis, or through the study counsellor connected to each specific programme. All contacts with study counsellors or programme coordinators are confidential. For more information regarding student counselling at KTH see: www.kth.se/en/student

KTH Accommodation

KTH Accommodation offers accommodation to tuition-paying and scholarship holding degree students and exchange students when possible. Read more on page 19.

KTH Libraries

There are several libraries on the various campuses of KTH. The library at KTH Campus is called KTHB Main Library. In addition to a large selection of books, scientific journals and databases, the KTHB Main Library also offers services such as study spaces, computers, group study rooms and a café, which has made it a popular meeting spot for students. KTH Kista and KTH Södertälje have local libraries.

IT-Services

Wi-Fi networks, Eduroam and KTH Open, are available in most places at KTH's campuses for anyone with a valid KTH account. KTH Campus offers a network in public areas; lecture rooms, student areas etc. There are both wired (outlets) and wireless connections available. The network is also implemented in KTH Kista and KTH Södertälje. KTH IT-Support can help with technical support and troubleshooting.

Academic Resource Center

KTH's Academic Resource Centre (ARC) supports students seeking to develop their skills in academic writing and information retrieval, as well as providing career coaching, mentor programmes and advice on improving your study skills. ARC also regularly arranges lunch seminars and workshops on related topics.

Studying with a Disability

KTH works actively to make studies available for students with disabilities and to ensure that these students are provided with the support they are entitled to. Examples of such support include extended time for written exams and availability of help to take notes and audio

books. For more information, contact the coordinator for students with disabilities: funka@kth.se

Student Health Service

The student health service at Avonova provides counselling and help for physical, psychological or social problems related to your studies. The staff is bound by professional confidentiality and their services are free of charge to all KTH students.

Faith and Contemplation

The student chaplain is available for people of all faiths, if you want someone to talk to or if you have queries regarding religious matters.

There are spiritual rooms available for prayer and meditation on KTH Campus and KTH Kista. You can find more information about religious meeting places in Stockholm at: www.kth.se/en/student, under *Student support and student life*.

KTH Emergency Number

If there is a security issue at KTH call the KTH emergency number 08-790 77 00. The emergency number is staffed 24 hours a day.

Service for Tuition-paying Students and Scholarship Holders

Additional service is offered to tuition-paying students, including non-EU/EEA degree-seeking students, students holding a KTH or SI

scholarship, Erasmus Mundus and EIT students and Study Abroad (SAP) students enrolled in studies of at least 30 credits. Read more at: www.kth.se/en/studies/master/kth/fees-funding

Accommodation

The shortage of student accommodation in Stockholm is a prominent problem and the wait is generally long. Subletting a flat or room is a common way for students to arrange housing on a short-term basis. There are a number of websites available where private sublets are announced (see www.kth.se/accommodation for current list). However, the demand for student housing is high especially in the beginning of the semester so start your search early.

Some groups of students are guaranteed accommodation through KTH Accommodation, please read more below.

KTH Accommodation

Tuition-paying Students and Scholarship Holders

KTH Accommodation guarantees accommodation for students on joint Master's programmes and degree-seeking students who pay tuition fees or students holding a tuition fee waiver or scholarship. Updated information about the application for KTH Accommodation can be found at: www.kth.se/accommodation

Exchange Students

KTH Accommodation cannot guarantee exchange students housing but provides them with housing to the extent possible. Updated information about the application for KTH Accommodation can be found at: www.kth.se/accommodation

Students from EU/EEA

KTH Accommodation cannot provide accommodation for degree-seeking students from the EU/EEA. Students are advised to look for housing on their own before arrival

to KTH. Please see www.kth.se/accommodation for information on alternative ways to find housing in Stockholm and how to join the Stockholm Foundation for Student Housing (SSSB) queue.

Student Union and Student Life

Most universities and colleges in Sweden have very strong and active student unions. The student union at KTH is called THS, *Tekniska Högskolans Studentkår*, and it has three main objectives:

- To ensure that everyday life as a KTH student is trouble-free and rewarding
- To monitor and improve the quality of education at KTH
- To serve as a platform to connect students with business and industry, while offering skill development and professional networking

THS is one of Sweden's oldest student unions and has 112 years of experience in working for students' rights and high quality education at KTH. THS business and industry activities offer skill development and networking, and boast one of the biggest business and industry fairs in the student world – THS Armada. THS is based in its main building Nymble, and with the big city across the street THS is a hub for student life in Stockholm. Visit www.ths.kth.se and follow facebook.com/ths.kth for all things student life!

THS International

THS International is a part of THS aimed to make it easier for international students to meet other students and get acquainted with THS, KTH and Stockholm. During the introduction week, social and cultural activities, such as campus tours, town visits, movie nights, dinners, parties and trips will be organized. Read more at: www.kth.se/introprogramme

Student Clubs and Associations

There are a large number of student clubs and associations at KTH and THS. Some examples are the KTH Football Club, Platoon DJ's and Gaytek.

BEST Stockholm

BEST (Board of European Students of Technology) Stockholm is a student-driven, non-profit organisation based at KTH. The aim of BEST is to develop an international mind-set among KTH students, by reaching a better understanding of European cultures, and to develop capacities to work in an international environment with the final purpose of finding the best job opportunities.

Various courses, educational events, training days, competitions

as well as career services are organised by BEST every year. Visit BEST's website to see their upcoming events and how to join: www.beststockholm.se

Outdoor Life

Although KTH Campus is located in central Stockholm, it is next to the National City Park – a large green area with substantial natural and cultural resources. The Swedish Law of Public Access to nature gives the right to roam in the Swedish countryside as long as respect is shown for crops and wildlife. You are entitled to walk, jog, ski, picnic or cycle in any of Sweden and Stockholm's many parks and forests. Stockholm offers many places where you can go swimming in Lake Mälaren or the Baltic Sea, near the city centre or the surrounding archipelago.

If you like to spend time outdoors we encourage you to explore the excellent opportunities for recreational activities in and around the capital city. For more tips about what to do outdoors, in Stockholm or elsewhere in Sweden, visit the web of the Swedish Tourist Association: www.swedishtouristassociation.com

Sports, Gym and Fitness

At KTH Campus you will find a sports facility, *KTH-Hallen*, which offers a fully equipped gym, fitness classes, cycling and sports such as basketball, floorball, badminton, etc. Students may buy membership at a reduced price. More information: www.kth-hallen.se/en

Near the main campus there is an indoor swimming pool called *GIH-badet*.

Frescatihallen is a gym and sports hall that offers halls for ball games,

badminton, tennis, weight training, group fitness and more on Stockholm University's campus. Various types of memberships and student discounts are available.

SSIF is a sports association for students in Stockholm. They offer a wide variety of activities at reasonable prices at various locations around the city. For example; martial arts, racket sports, dance classes, kayaking, fencing and acrobatics. Read more and sign up: www.stockholmsstudentersif.se

Useful Information A–Z

Culture Centre

The Culture Centre, *Kulturhuset*, continuously offers a variety of activities such as theatre performances, exhibitions, films, lectures, etc. Many of the services are free of charge. There is also a library with a variety of books, magazines, movies and music. More information: www.kulturhusetstadsteatern.se

Dates

The most common way of writing dates in Sweden is year, month, day i.e. 2016-05-14 or simply 160514, meaning 14 May 2016. It is also possible to write 14/5 2016.

Driving

Sweden, like most European countries, has right-hand traffic. International students with a

foreign driver's license may use it in Sweden for up to one year.

Electricity

The main electricity type in Sweden is 230 volts and 50 cycles (Hz). As many international sockets differ from the continental European, an adapter may be needed for electrical appliances.

Emergency

For emergency assistance from police, ambulance or fire department, dial 112 (free of charge).

Household Items

Bed linen, kitchen ware, etc. can be bought at reasonable prices at IKEA, or at one of the many second-hand stores in Stockholm such as *Myrorna* or *Stadsmissionen*. On weekdays buses depart from Stockholm Central Station bound for IKEA. The IKEA bus is free of charge. Light bulbs and other small items can be bought reasonably priced at stores such as *Clas Ohlson* and *ÖoB*.

Lost and Found

KTH Campus' lost and found is situated at KTH Entré. If you have left

something on the metro, commuter train or bus, contact SL, Lost property.

If you lose valueables, contact the City Police Station to report the item(s).

Narcotics

All types of illegal drugs are strictly forbidden in Sweden. There are severe penalties against using or selling illegal substances. Driving under the influence of narcotics or alcohol is prohibited by law.

Police

In case of emergency, dial 112.

The national number to the police is 114 14. This number applies to all non-urgent cases.

Post

There are no conventional post offices in Sweden. Instead you can drop your stamped envelopes in the blue or yellow post boxes found around the city. The blue box is for local mail and the yellow box for domestic/international mail. Parcel and postage service is available in convenience stores and supermarkets that carry the Swedish postal service sign. If you have received a parcel, a dispatch note is sent to you

from the store where you can pick up your parcel. Stamps can be purchased in most supermarkets and convenience stores.

Public Libraries

The Stockholm Main Public Library, *Stadsbiblioteket*, is located close to KTH Campus. There are many local public libraries throughout the city so there might be a library just around the corner from where you live. Check here: www.biblioteket.stockholm.se/en

The International Library is part of the Stockholm Public Library and is situated near the Main Public Library. The International Library has 200 000 books in more than 100 languages and is a multi-cultural meeting place for everyone interested in language and literature: www.interbib.se/en

The Royal Library is the national library and is situated in the park *Humlegården*. One copy of every book and magazine ever published in Sweden is kept here for reference purposes: www.kb.se/english

Tap Water

Tap water in Sweden is of good quality and safe to drink. It is often available free of charge at cafés and restaurants.

Tourist Information

The Stockholm Tourist Center is located opposite the Central Station. Brochures, guidebooks, souvenirs and maps of popular attractions and sightseeing spots such as *Skansen*, *Vasamuseet*, *Gröna Lund*, *Kulturhuset*, etc. can all be found here.

Youth hostels can be booked at the Stockholm Tourist Center or via their web. If you need a youth hostel before coming to Stockholm, please book a room as soon as possible before arrival. More information: www.visitstockholm.com/en

Å, Ä, Ö

No, these are not printing errors. They are simply the three last letters in the Swedish alphabet and three of the nine vowels in the Swedish language.

Checklist – Before Arrival

Make sure that these practical matters have been properly arranged before leaving for Sweden:

- National passport or ID-card valid for the duration of your stay
- Apply for residence permit if you are not from the EU/EEA
- If applicable, pay your first installment of the tuition fee. Please see the tuition fee invoice to find the deadline for payment. The invoice will be sent to you by e-mail
- Make sure you have comprehensive insurance coverage

Accommodation

- Start your search for housing in Stockholm
- If applicable, apply for housing through KTH Accommodation
- Register in the SSSB student housing queue

What to Bring

- Your passport
- Your proof of residence permit
- A VISA/Mastercard to access your national bank account
- The welcome letter from your KTH coordinator
- Address and directions to KTH and/or your accommodation in Stockholm
- Your mobile phone, if compatible with the European network



Useful Links

www.kth.se/newatkth

KTH webpages for new international students.

www.kth.se/en/student

KTH student web.

www.kth.se/entre

Central meeting point and service desk on campus.

www.ths.kth.se/international

Student Union at KTH.

www.kth.se/studentblogs

International students share their experiences from KTH.

www.facebook.com/KTHinternational

Facebook page that provides insights to studies and student life at KTH and in Stockholm, Sweden.

www.twitter.com/KTHuniversity

Twitter page that provides insight to studies and student life at KTH.

www.studyinsweden.se

The Swedish Institute's information bank on studies in Sweden.

www.sweden.se

General information on Sweden.

www.visitstockholm.com

Official website of the Stockholm Visitor's Board.

www.sl.se/en

Stockholm Public Transport SL.

translate.google.com

Free translation service by Google.

www.blogs.sweden.se/students

Blogs for personal insights and perspectives on life and studies in Sweden.

www.sssb.se/en

Register on the waiting list of SSSB, the Stockholm student housing association.

embassy.goabroad.com

For a list of foreign embassies and consulates in Stockholm.

Contacts for International Students

Programme Coordinators

Each programme at KTH has a designated coordinator who is the primary contact person for students regarding any academic or study-related matters. Contact details for each Degree programme can be found at: www.kth.se/en/studies

KTH Accommodation
accommodation@kth.se

Student Service and Support
info@kth.se

KTH International Study Advisor
studyadvisor@kth.se

Exchange Students

Each KTH School has an International Coordinator for their exchange students. They are the primary contact persons for any academic or study-related matters you might have. Contact details can be found at: www.kth.se/newatkth

