

<b>Institutional Fact Sheet</b>	
<b>Institution</b>	Harstad University College
<b>Country</b>	Norway
<b>Address</b>	9840 Harstad
<b>ERASMUS Code</b>	N HARSTAD01
<b>International web site</b>	<a href="http://www.hih.no/index.php?lang=eng">http://www.hih.no/index.php?lang=eng</a>
<b>Rector</b> E-Mail Period of Office	Bodil Olsvik <a href="mailto:bodil.olsvik@hih.no">bodil.olsvik@hih.no</a> 2011-2015
<b>Number of students</b>	approximately 1300
<b>Course offer</b>	<p>Courses conducted in English;</p> <p>Advanced Marketing – 60 ECTS credits - 2 semesters (one year) - full time Tourism Management and Marketing (will be offered again fall semester 2013)</p> <p>Courses conducted in Norwegian;</p> <p><b>Bachelor Programmes</b></p> <ul style="list-style-type: none"> <li>○ Business Administration and Management</li> <li>○ Retail, Service and Logistics</li> <li>○ Auditing</li> <li>○ Nursing</li> <li>○ Child Welfare and Protection</li> <li>○ Social Work</li> </ul> <p><b>Master Programmes</b></p> <ul style="list-style-type: none"> <li>○ Management</li> <li>○ Logistic and cross-cultural business</li> <li>○ Business Administration and Management</li> <li>○ Disability and Participation</li> </ul>
<b>International Office</b>	
<b>Head of the International Office</b>  Phone number E-Mail	Sigrid Ag  +47 77058124 <a href="mailto:sigrid.ag@hih.no">sigrid.ag@hih.no</a>
<b>Coordinator Outgoing students</b>  Phone number E-Mail	Sigrid Ag  +47 77058124 <a href="mailto:sigrid.ag@hih.no">sigrid.ag@hih.no</a>
<b>Coordinator Incoming students</b>  Phone number E-Mail	Sissel Klaussen  +47 77058138 +47 970 25 617 <a href="mailto:sissel.klaussen@hih.no">sissel.klaussen@hih.no</a>
<b>ECTS Coordinators</b>	
<b>Institutional ECTS Coordinator</b>  phone fax email	Sigrid Ag  +47 77058124 <a href="mailto:Sigrid.ag@hih.no">Sigrid.ag@hih.no</a>
<b>Application Process</b>	
<b>Application deadlines</b>	For autumn entry: 1 February. For spring entry: 15 October.

<b>Documents required for application</b>	<p>All applicants must use the application form that can be downloaded from the description of each study programme.</p> <p>You must fill in information about your educational background and return it by post with copies of relevant documents. Applicants must document their education with officially certified copies of certificates, diplomas, transcripts etc. in the original language and authorised translations to Norwegian or English if the original documents are not in English or a Scandinavian language. Both upper secondary and higher education must be documented. Exchange students first need to be approved by their home university. Then the home university will help getting in touch with the international coordinator at HiH. Local procedures and deadlines will vary according to each institution.</p> <p>Applicants to a Bachelor degree programme must use an online application form (Samordnaopptak) to apply for a Bachelor degree programme at Harstad University College. Applicants to a Master degree programme must apply via søknadsweb or directly to the local university.</p>																								
<b>Academic Calendar 2012-13</b>																									
<b>Winter Semester 2012/2013</b> Lecture period Examination period Holidays  Welcome Week and Intensive Language Course	<p>23. August – 18. December. 2012</p> <p>27. August – 18. December  Exams will be conducted from the end of November up until the christmas holidays. (Dates not set yet)</p> <p>18. December - .14. January</p> <p>23. August – 30. August  Starts during the Welcome Week, and runs a while into the semester</p>																								
<b>Summer Semester 2013</b> Lecture period Examination period Holidays  Welcome Week and Intensive Language Course	<p>14. January– 11. June 2013.</p> <p>Exams will be conducted in May/June (dates not set yet)</p> <p>14. January – 21. January  Starts during the Welcome Week and runs a while into the semester</p>																								
<b>Practical Information</b>																									
<b>Accommodation</b>	<p><i>SiHa</i> tries to provide all students with flats/rooms, we have everything from single rooms in shared flats to big apartments with up to four bedrooms. All have cable tv and internet access. Deposit NOK 3.000,- for single rooms/NOK 4.000,- for flats. The deposit will be paid back within maximum 2 weeks after checking out.</p> <table border="1" data-bbox="395 1576 1394 1778"> <thead> <tr> <th></th> <th>Hybel</th> <th>1 room flats</th> <th>2 rooms</th> <th>3 rooms</th> <th>5 rooms</th> </tr> </thead> <tbody> <tr> <td>Rådyrveien</td> <td></td> <td>Kr.3050,-</td> <td>Kr.3900,-</td> <td>Kr.4600,-</td> <td>Kr.5800,-</td> </tr> <tr> <td>Flåtenveien</td> <td>Kr.2850,-</td> <td>Kr.3500,-</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Storvollen</td> <td>Kr.2750,-</td> <td></td> <td>Kr.4300,-</td> <td>Kr.5300,-</td> <td></td> </tr> </tbody> </table> <p>All of the prices for the hybel (single rooms with common living areas) include electricity. These prices will be the correct rates from the 1<sup>st</sup> of April 2011.</p> <p>The number of rooms and apartments we have however are not enough to meet the demand from all those students requiring a place to live in Harstad. Many students have to find private accommodation, we of course provide you with information about available housing.</p> <p>All international students receive one of these alternatives through us, provided that you have sent an application form in due time. State your preferences when applying, we will always try to fulfill your wishes. Very often though we have to find alternative flats or rooms outside of our student residences, but generally the standard of housing is good in Harstad. The prices are also very reasonable compared to other parts of the country.</p>		Hybel	1 room flats	2 rooms	3 rooms	5 rooms	Rådyrveien		Kr.3050,-	Kr.3900,-	Kr.4600,-	Kr.5800,-	Flåtenveien	Kr.2850,-	Kr.3500,-				Storvollen	Kr.2750,-		Kr.4300,-	Kr.5300,-	
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<b>Expenses</b>	<p>Students must reckon to pay approximately 300 to 500 Euro per month for furnished accommodation including electricity and heating. According to the Norwegian State Educational Loan Fund, the average individual student's monthly expenditure is estimated at 1 000 Euro.</p> <p>But expences will vary depending on if the student choose to live in the city center or chooses to find accommodation outside the city center, and needs transportation.</p> <p>Food is considered expencive by people from other countries, but there are several cheap brands and many offers that allows the students to choose foods with lower costs.</p> <p>Costs for books will vary. There are some book available for rent in the school library, But books that students need to provide for themselves can be bought at the local bookstore or at <a href="http://www.tanum.no">www.tanum.no</a> / <a href="http://www.bokkilden.no">www.bokkilden.no</a></p> <p>Going to the cinema costs around 100 NOK for one ticket. Ludo (student bar) often has concerts or events, they cost from around 50 NOK up til 200 NOK depending on the event.</p>
<b>Health insurance requirements</b>	<p><i>European Healt Insurance Card</i></p>