

WELCOME TO ÅLESUND!

Autumn 2024



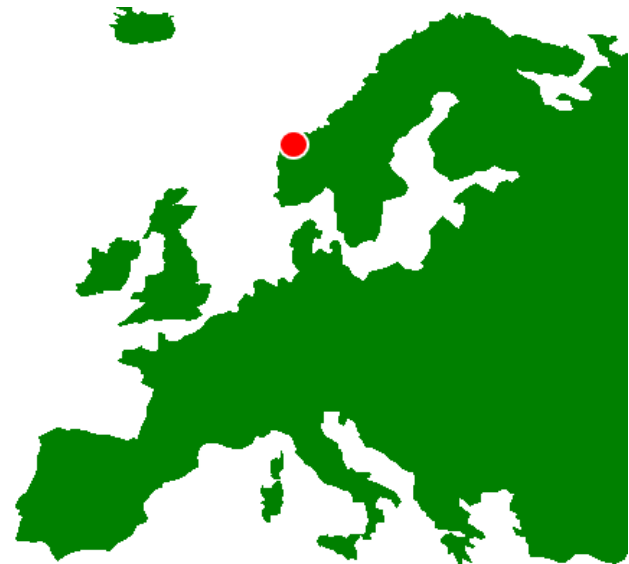


The Norwegian University of Science and Technology (NTNU)

- Norway's largest university, approx 44 000 students in total
- Campuses in 3 cities; Trondheim, Gjøvik and Ålesund
- Comprehensive university with specialization in technology and natural sciences
- 4062 (9 per cent) of the students are international, from 122 countries

Where are we ?

- **Norway:** 5 500 000 inhabitants
- **Møre & Romsdal county:** 265 000 inhabitants
- **Ålesund:** 58 000 inhabitants
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Ålesund

- famous for the Art Noveau architecture and beautiful location by the ocean

Sunnmøre

- famous for beautiful scenery – with the ocean, mountains and fjords

Sunnmøre is one of Norway's most innovative regions with strong marine and maritime industrial clusters as well as furniture industry and major tourism destinations

Important sectors

- Ship building and equipment
- Fisheries and aquaculture
- Furniture industry
- Tourism
- Public sector





Ålesund Campus

- The smallest of NTNU's campuses
- Approx 2600 students, 5 departments
- Technology and natural sciences, business & marketing, health sciences, maritime studies

Student life

Some of these links are to Norwegian web pages
(English version does not exist)

- ISÅ Ålesund – Instagram and What's App
- [Fadder \(buddy\)](#)
- NTNU
- Various organizations and activity groups that students engage in
- International Student Café
- Free winter clothes market
- How to survive the Norwegian winter
- Sit – student welfare organization



We create space for
meaningful student lives



e sit

Student Welfare Organisation - Sit

Sit has several offers for you as an NTNU student

- Housing
- Food/Cafeteria
- Fitness and sports
- Health
- Student lounges/bar/events

Visit sit.no/alesund

Housing



Most of you have received an email with a code for registration



If you have not received email with code, please check spam filters etc.



Send email to:
bolig@sit.no if you still have questions



Recommend to select Sørnesvågen – furnished rooms/apartments



Need to buy own mattress.



Keep deadline for booking – if not your spot will be given to others



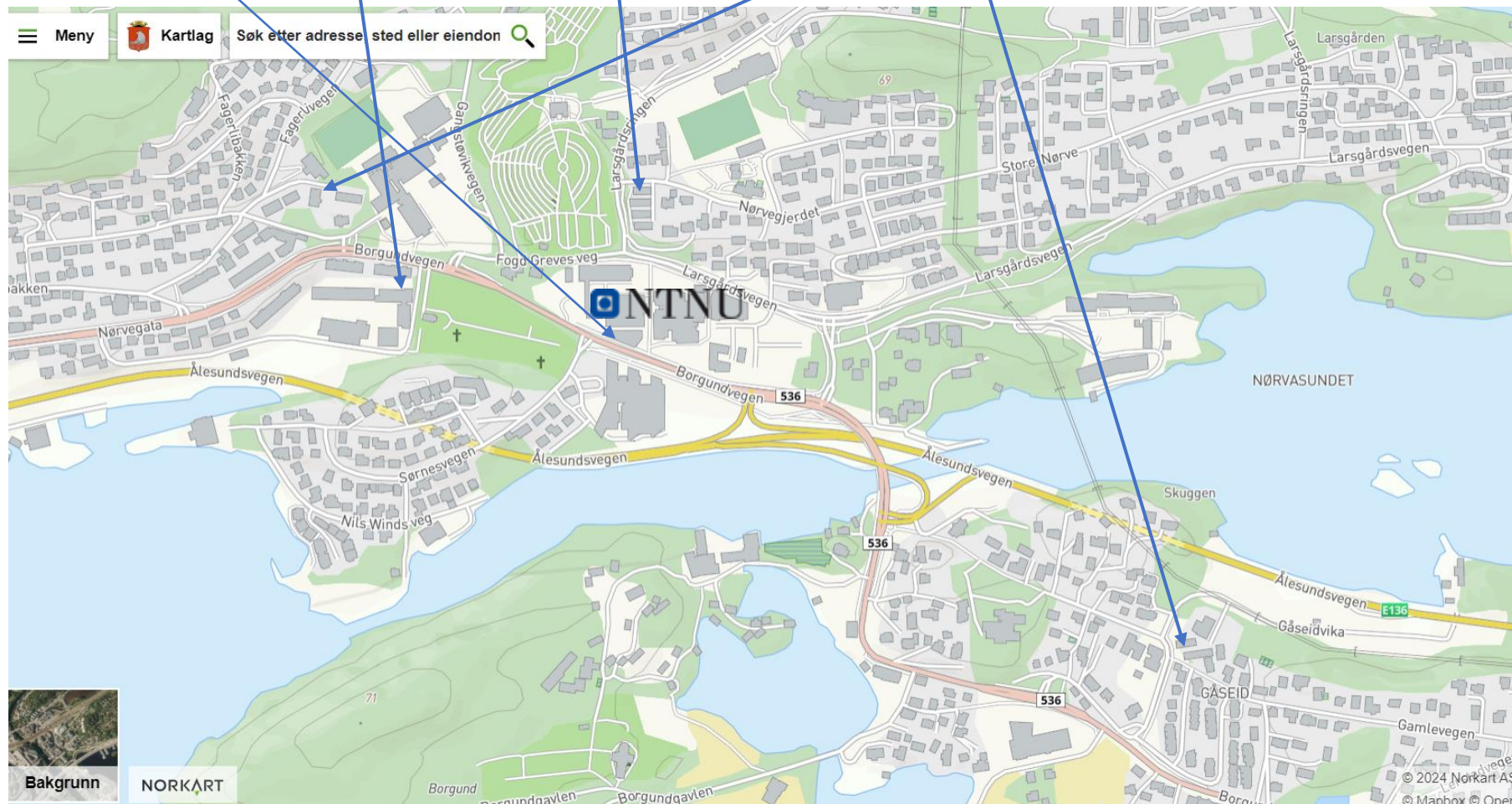
Payments: Directly to Sit with international bank transfer or cash card*.



Prior to arrival – please contact Sit to arrange for key pick up

Sit housing locations:

Sundebygget, Sørnesvågen, Fogdegården, Bøgata, Gåseidmarka



Practical information

- Bus from Ålesund airport Vigra to NTNU Ålesund: <https://www.vy.no/en>
 - Bus departure correspond with most flight arrival
 - Download app for **Vy** and buy ticket online/in app prior to entering the bus.
 - Need to put luggage on bus yourself
 - Destination – depending on where you will live - or NTNU Ålesund
- Arriving by bus or train, contact us (What's App).
 - Note Train does not go all the way to Ålesund – bus from Åndalsnes to Ålesund
- Busses in Ålesund: [Fram Møre og Romsdal](#)
 - Download app or use online
 - Use your digital student ID

Student card and student ID app

*Note: You can only get a student ID after you have received personal number and pin and you have created a student account.
Personal number and Pin will be sent to you end of July.*

Student Card

Employee? See [Employee card](#)

As an NTNU student, you must have an ID card with your name and picture. The card serves as your:

- student ID
- key card to allow you access to specific NTNU buildings
- library card
- printer access card

Please wear your student card, and keep it visible if you are on campus after opening hours. If requested by NTNU's duty officers, you are obligated to show them your student card. The student card is personal and lending it, or otherwise transferring it to others, is strictly prohibited.

New student card

STEP 1:

Take photo and choose PIN

Use [NTNU's online photo automat](#) to take a new photo with your mobile phone or computer. You can also upload a passport photo you already have. Log in with your NTNU username and password.

After you take or upload your photo, you will be prompted to choose a PIN code, and elect the place where you will collect the completed student card (Trondheim Gløshaugen, Trondheim Dragvoll, Gjøvik or Ålesund).

If you forget your PIN code, you can create a new code by clicking "Just Change Pin" in the online photo automat.

STEP 2:

Collect your card

You can pick up your card after 2 working days. Please note that you will not be notified when your card is ready.

You must retrieve your card in person from the relevant location (see below). Remember to bring a valid ID.

The photo in your student ID app will show up after your student ID card has been printed/handed out.

Pick up your card here

TRONDHEIM

GJØVIK

ÅLESUND

FAQ

Lost card?

Card is worn out?

Renewal?

ID card for guests?

What are the photo requirements?

Student ID - app

As a student at NTNU you need both a [Student Card](#) and Student ID app. You need your Student ID to get discounts on trains, buses and other services that gives you student discounts.

Norsk versjon - [Studentbevis - app](#)

[Topic page for new international students.](#)



Download the Student ID »

When you have [paid the semester fee](#), [registered in Studentweb](#) and [activated your user account](#) you can download your digital Student ID on your mobile phone.

- 1 **Download** the app "Studentbevis" from the [iOS App Store](#) or the [Google Play Store \(Android\)](#)
- 2 **Log into the app:** Choose the affiliation NTNU, and log in with your regular NTNU username and password.
- 3 **Allow use of your student card photo.** Before your student ID card photo can be used by this app, you have to grant NTNU explicit permission to use your photo. You sign this agreement in [Studentweb](#). The photo will not show up in the app for new students until week 33, when your physical [student ID card](#) is produced.

Screenshots of the app will not be valid in ticket controls. [How to check that the app is valid.](#)

If you already have the digital student ID »

The digital student ID will be updated when you have [paid the semester fee](#) and [completed the semester registration in Studentweb](#). More information [about the app](#).

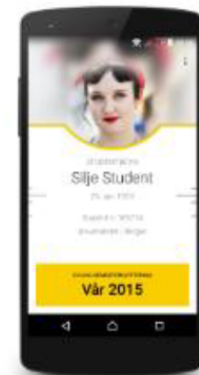
Student receipt in paper version »

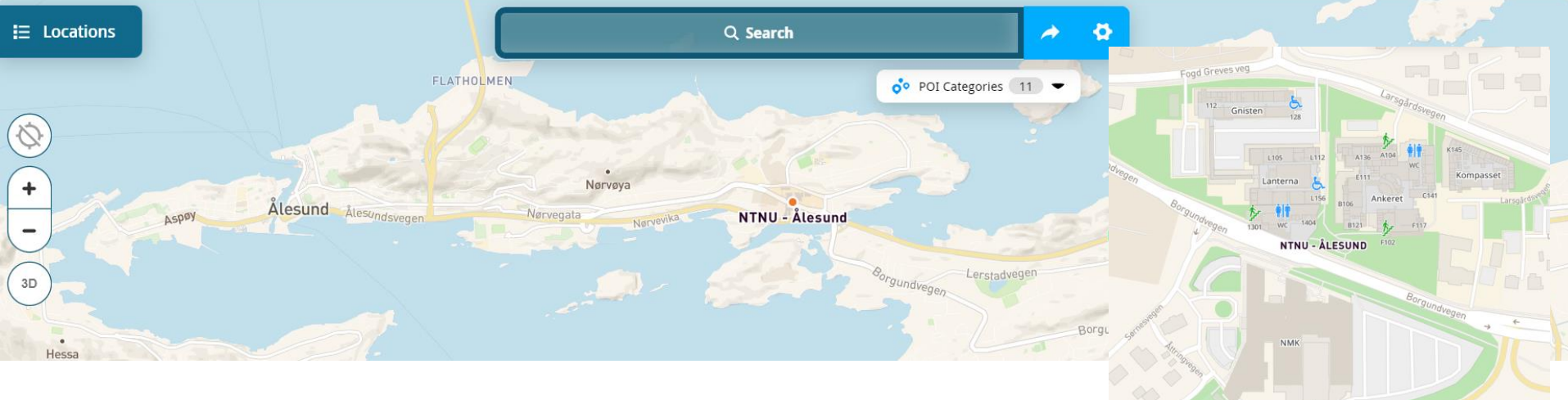
The digital Student ID replaces the semester receipt in paper version. You need a smartphone with iOS (iPhone), Android, or Windows to use this app. If you do not have a smartphone that supports this app and you need a paper version of the semester card, you can order one in StudentWeb.

You can order the paper version by navigating to **More > Orders > Semester receipt > Order**.

Not valid ID on exams »

You need to bring personal ID like bank card (with photo) or passport to your exams. The student ID is not valid as personal ID on your exams.





- Arrival assistance: Contact our student assistants Finja and Weihua (see *What's app* group QR code later in presentations)
- NTNU map: [Mazemap](#)
- Cash card: For non-EU students who have paid a deposit, we can provide a cash card with some of your own deposit money to use until you are able to establish a bank account in Norway. No need to bring loads of cash. Cash card can be picked up after orientation week. Most international credit cards can be used.

Orientation days – program

Program will be sent in separate e-mail.

- Note:
- Registration with Immigration services will be on Tuesday 13th of August for all new international students.
- EU/EEA students: Please pre-register at UDI.no, but DO NOT BOOK AN APPOINTMENT FOR REGISTRATION
 - In the pre-registration you will need to enter municipality for where you will do your registration. Please enter Ålesund as your municipality.
- Non-EU/EEA citizens: Please follow instructions in your visa document/letter, however, DO NOT BOOK AN APPOINTMENT FOR REGISTRATION

Self-registration and immigration appointment

1. **Non-EU citizens** need to register at the immigration office on arrival, see info in your visa letters.
2. **Citizens of EU/EEA countries** staying over 3 months in Norway must register with local immigration services and submit specific documents on arrival. You will find instructions and registration procedure on <https://www.udi.no/en/>
 - *By entering your nationality, you will get a list of required documents to bring and information as to how to apply.*
 - *Your host municipality is **Ålesund** municipality.*
 - *The local immigration office is located at Ålesund police station (or Sunnmøre police district)*

Important: Students who meet for the immigration registration on August 13th have to register, but DO NOT BOOK AN APPOINTMENT ONLINE



UDI Utlendingsdirektoratet
Norwegian Directorate
of Immigration

Registration with the Norwegian immigration services in Ålesund

A) Non-EU/EEA citizens:

- *Visa application must be in order before arrival, please follow the instructions in your visa letter.*
 - *Documents to bring:*
 1. Confirmation of visa/residence permit received from the Norwegian immigration authorities
 2. Original passport
 3. If you have stayed in Norway earlier, residence card must be brought
 4. Housing contract (with complete address in Norway)

B) EU/EEA citizens staying over 3 months:

- *You must have pre-registered on the immigration authorities' self-service portal before arrival Norway (not necessary if you stay less than 3 months): [Immigration to Norway – UDI](http://www.udi.no/en/) (www.udi.no/en/)*
- *In the “Want to apply” box, enter your nationality and follow the steps, category “Students who are EU/EEA national”*
 - Documents to bring:
 1. Print-out of your UDI-registration
 2. Original passport or national ID-card
 3. Admission letter from NTNU
 4. European health insurance card – or other health insurance certificate
 5. Personal statement that you have enough money to support yourself
 6. Housing contract (with complete address in Norway)

UDI




Want to apply

You want information or want
to submit an application.

Erasmus+ students: Documents and signatures

- Arrival Confirmation and Learning agreement
 - Mobility Online
- There is no urgency in completing these documents prior to your arrival.
- Many times the courses will be changed after your arrival due to class schedule conflicts.





Erasmus+ students: Documents and signatures

- Course selection and registration
- In your acceptance letter, it should state what courses you have been approved for
- Note: the Norwegian course will have a separate admission
- Changes in course selection can be made until 15th September
- We can assist with registration/changes of courses in August after arrival
- Many of you will likely have to make changes in your course selection due to conflicting class schedules. This is normal. We will assist you with finding alternative courses.
- You can do your own course registration online from approximately 1. august, after receiving instruction from NTNU on establishing an NTNU profile/account.

New international student

Arrival checklist

After you have read the start of studies information for your [study programme](#), there are some practical steps you must follow.

Exchange student? Read the [procedures for exchange students](#).

<https://i.ntnu.no/ny-student>

- 1 Register for the semester, and pay the semester fee**
In week 21 you will receive an email with ID number and PIN code, sent to the email address you registered with when you applied. Use these to log in to Studemaskin. Follow the instructions on how to register for the semester and pay the semester fee. International master's students must pay the semester fee even if they are not taking any courses. Incoming exchange students from NTNU partner institutions are exempt.
- 2 Create your NTNU user account**
You can activate your NTNU user account when you have registered for the semester and paid the semester fee. The account is used to access NTNU systems, such as email, Office 365, Blackboard and Moodle. Shortly after activation, you will receive an e-mail with a link to a mandatory digital course in IT security.
- 3 Collect your physical student card**
Your student card serves as your ID card at NTNU as well as an access card to NTNU buildings, a library card at our libraries, and a printer access card. Learn more about how to order and collect your student card. You'll also want to download your digital student ID.
- 4 Register for courses and exams**
Exchange students and master's programme students must register for courses and exams on Studemaskin. The deadlines are September 15th and February 1st for the autumn and spring semesters, respectively. However, we strongly recommend you register as soon as possible.
- 5 Read important messages from NTNU**
Inside a your gateway to essential systems and helpful articles about the university and our services. Here you'll find important messages and deadlines as well as information about your study progress and events at the university. You'll receive any important information in your email as well.
- 6 Log in to Blackboard**
In Blackboard, you'll find messages from your professor as well as lecture notes and course material. Download the Blackboard app to get notifications about your courses. See our tips on how to plan your studies.
- 7 Download software**
As a student at NTNU, you will gain access to helpful software for your studies. Here is a full list of software you can download. If you need IT support, contact Oracle support service. They will help you get started.
- 8 Gain access to our wireless network**
The wireless network at NTNU is called Eduroam. Eduroam is the best Wi-Fi available at NTNU. Read more about how to get access to Eduroam here. When you are logged on to Eduroam, you will also have access to library services and student resources. You can also gain access to NTNU systems off-campus by using a VPN.
- 9 Apply for accessibility provisions**
If you have a disability, for example if you need course literature as audiobooks, or extra time at exams, we would like to get in touch with you as soon as possible after you have received admissions to the university. You will need to document your disability, for example by way of a medical certificate from a doctor or psychologist. Read more about how you can apply for accessibility.

- 1 Register for the semester, and pay the semester fee**

In week 31 you will receive an email with ID number and PIN code, sent to the email address you registered with when you applied. Use these to [log in to Studentweb](#). Follow the instructions on how to register for the semester and pay the semester fee. International master's students must pay the semester fee even if they are not taking any courses. Incoming exchange students from NTNU partner institutions are exempt.
- 2 Create your NTNU user account**

You can [activate your NTNU user account](#) when you have registered for the semester and paid the semester fee. The account is used to access NTNU systems, such as email, Office 365, Blackboard and Innsida. Shortly after activation, you will receive an e-mail with a link to a mandatory digital course in IT security.
- 3 Collect your physical student card**

Your student card serves as your ID card at NTNU as well as an access card to NTNU's buildings, a library card at our libraries, and a printer access card. [Learn more about how to order and collect your student card](#). You'll also want to download your [digital student ID](#).
- 4 Register for courses and exams**

Exchange students and master's programme students must [register for courses and exams on Studentweb](#). The deadlines are September 15th and February 1st for the autumn and spring semesters, respectively. However, we strongly recommend you register as soon as possible.
- 5 Read important messages from NTNU**

[Innsida](#) is your gateway to essential systems and helpful articles about the university and our services. Here you'll find important messages and deadlines as well as information about your study progress and events at the university. You'll receive any important information in your email as well.
- 6 Log in to Blackboard**

In [Blackboard](#), you'll find messages from your professor as well as lecture notes and course material. Download the [Blackboard-app](#) to get notifications about your courses. See our tips on how to [plan your studies](#).
- 7 Download software**

As a student at NTNU, you will gain access to helpful software for your studies. [Here is a full list of software you can download](#). If you need IT support, contact [Orakel support service](#). They will help you get started!
- 8 Gain access to our wireless network**

The wireless network at NTNU is called Eduroam. Eduroam is the best Wi-Fi available at NTNU. [Read more about how to get access to Eduroam here](#). When you are logged on to Eduroam, you will also have access to literary searches and student resources. You can also gain access to NTNU systems off-campus by [using a VPN](#).
- 9 Apply for accessibility provisions**

If you have a disability, for example if you need course literature as audiobooks, or extra time at exams, we would like to get in touch with you as soon as possible after you have received admissions to the university. You will need to document your disability, for example by way of a medical certificate from a doctor or psychologist. [Read more about how you can apply for accessibility provisions](#).

Office of International Relations

Where: Kompasset, Ground floor

Inbound mobility

NTNU



**Karen Marie
Hovland**
Adviser



Finja Borchers
Student Assistant



**Maria Therese
Valderhaug**
Higher Executive Officer
(from September)



**Ludvik A.
Kjeldsberg**
Higher Executive Officer



Weihua Huang
Student Assistant

Office of International Relations

NTNU

Where: Kompasset, Ground floor

Outbound mobility, partnerships, PhDs and staff mobility



Linda Helén
Høøk Skuggen
Higher Executive Officer



Anne Ulla
Senior Adviser



Renate Aarseth
Johannesen
Adviser