



ARRIVAL GUIDE FOR INTERNATIONAL STAFF

UNIVERSITY OF HELSINKI

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WELCOME TO THE UNIVERSITY OF HELSINKI

GREETINGS FROM THE RECTOR

Pleased to meet you!

Internationalisation is a hot topic for practically all universities today, especially ones that are research driven, like the University of Helsinki. Moving from one place to another across borders can be both exciting and somewhat stressful... this I know.

I do hope you find these instructions helpful and that you quickly settle into Helsinki and the stimulating intellectual community of the University. Together we are going places, and I would very much like to welcome you to this exciting academic journey. On behalf of the University of Helsinki I am extremely happy to have you on board!

Jukka Kola
Rector

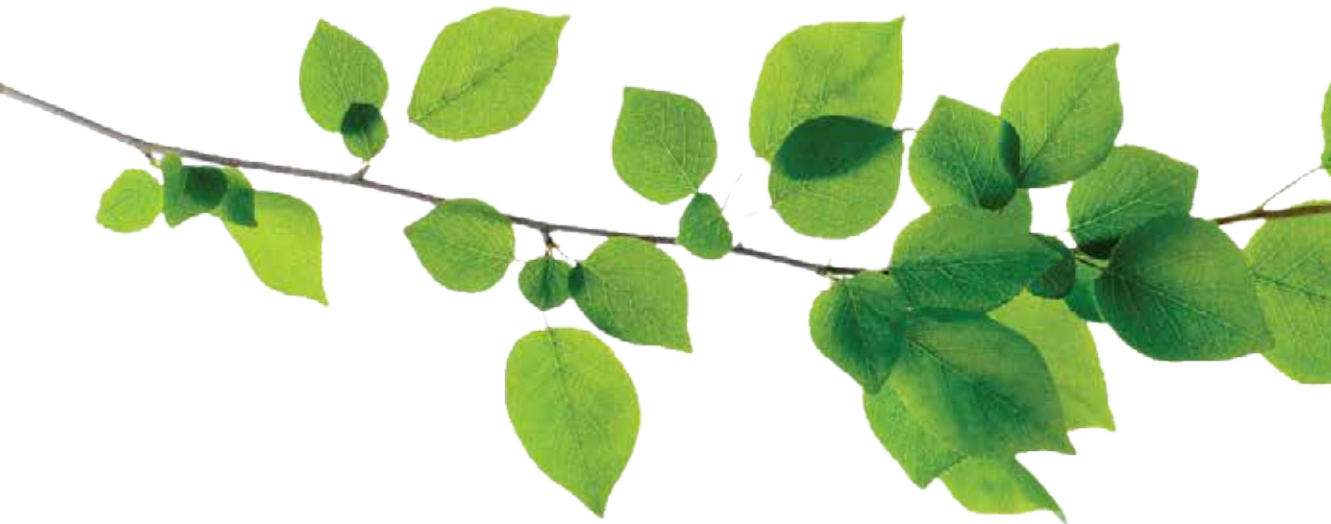


ARRIVAL SUPPORT FOR INTERNATIONAL STAFF

**THE UNIVERSITY OF HELSINKI OFFERS EXCELLENT
SERVICES FOR YOU. COMPETENT AND FRIENDLY
STAFF HELPS YOU IN VARIOUS WAYS.**

The University of Helsinki welcomes its new employees by offering support on relocation matters. The staff members at your department or unit and the International Staff services are there to help you.

The International Staff Services of the University of Helsinki provide materials and counselling for all employees and grant researchers arriving to work at the University of Helsinki. Our purpose is to ensure that the relocation process of our new international staff members and their families runs as smoothly as possible. We also assist employees who plan to work abroad while working at UH.

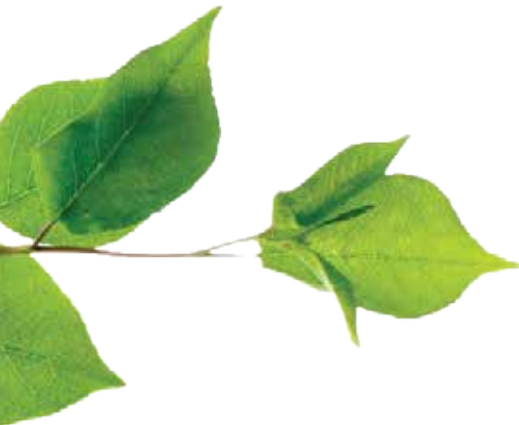


YOUR ARRIVAL CONTACTS

**DAILY HR ISSUES AND ORIENTATION » HR SERVICES &
YOUR HOST UNIT/ DEPARTMENT**

**IMMIGRATION & REGISTRATIONS » THE RESPONSIBLE
OFFICIALS WWW.IHHELSINKI.FI**

**ADVICE ON RELOCATION MATTERS » UNIVERSITY OF HEL-
SINKI UNIVERSITY SERVICES [WWW.HELSINKI.FI/EN/
UNIVERSITY/WORKING-AT-THE-UNIVERSITY](http://WWW.HELSINKI.FI/EN/UNIVERSITY/WORKING-AT-THE-UNIVERSITY)**



RELOCATING TO FINLAND



IMMIGRATION

NORDIC CITIZEN

EU CITIZEN

NON-EU/EEA CITIZEN

FINNISH ID NUMBER

REQUIRED DOCUMENTS

LOCAL REGISTRATION

REGISTERING A MUNICIPALITY OF RESIDENCE

NOTIFICATION OF MOVE

SOCIAL SECURITY, HEALTH CARE AND INSURANCES

PRIVATE HEALTH INSURANCE

FINNISH SOCIAL SECURITY AND PUBLIC HEALTH CARE FOR FOREIGNERS

MELA SECURITY FOR GRANT RESEARCHERS

MEDICINES AND VACCINATIONS

PENSION

TAXATION

OBLIGATION TO PAY TAXES

TAX CARD AND LEVEL OF TAXATION

EMPLOYEE CONTRIBUTIONS

BANKING

ACCOMMODATION

UNIVERSITY OF HELSINKI HOUSING AND ACCOMMODATION

PRIVATE RENTAL MARKET

GETTING STARTED IN HELSINKI

PUBLIC TRANSPORTATION

MOBILE PHONE

IMMIGRATION

NORDIC CITIZEN

Citizens of Nordic countries must register with the local register office within one week from arrival in Finland when staying in Finland for more than six months.

EU CITIZEN

All citizens of EU or EEA countries or Switzerland staying in Finland for more than three months need to register their stay at the Finnish Immigration Service. Right of residence needs to be registered at a service point in person within three months from arrival.

NON-EU/EEA CITIZEN

Citizens of non-EU/EEA countries must obtain a visa or a residence permit before entering Finland. Usually, when working at the University of Helsinki a residence permit needs to be applied for if the intended stay in Finland is longer than three months. A visa can be applied for shorter stays.

Researchers are typically required to apply for a researcher's residence permit. Other permit types may also be possible.

A residence permit is normally valid for one year. Extensions can be applied at the Finnish Immigration Service. An appointment needs to be booked well in advance.

FINNISH ID NUMBER

A Finnish ID number is needed for managing affairs in Finland (e.g. opening a bank account, applying for eligibility for Finnish social security system). A Finnish ID number can be obtained when applying for a residence permit or EU registration.

The ID number can also be obtained at the local register office. An ID number is provided there if you are registered as a permanent resident in Finland or living in Finland on a temporary basis for work. If a person comes to work in Finland temporarily, the ID number may also be obtained from the tax office.

REQUIRED DOCUMENTS

Certain documents are required for completing the immigration formalities. Make sure to prepare the documents in advance. For more information on the necessary documents, consult the responsible authorities.

An Invitation Letter from the University of Helsinki is requested by the Finnish Immigration Service when applying for a residence permit and for other registration formalities.

Police of Finland www.poliisi.fi

Finnish Immigration Service www.migri.fi

Researcher's residence permit www.migri.fi/working_in_finland/an_employee_and_work/researcher

Register office www.maistraatti.fi/en

Notification of change of address, notification of move www.posti.fi/changeaddress

Population register centre <http://www.vrk.fi>

LOCAL REGISTRATION

Local register offices are local population register authorities. At your local register office you can register as a resident at a municipality in Finland and submit a notification of move.

By law, a foreigner is required to register at the local register office if he or she resides in Finland for at least one year.

You can take care of the following things at the local register office:

REGISTERING A MUNICIPALITY OF RESIDENCE

In order to get a municipality of residence in Finland, you must move to Finland permanently. If you have a municipality of residence in Finland you are usually entitled to the services provided by this municipality. Municipal services include for example public health care and day care for children.

NOTIFICATION OF MOVE

People moving to Finland either temporarily or permanently are obligated to submit a notification of change of address. It informs the state authorities about the change in your address. Mail is also directed to the correct address when the notification of move is done.

You can also obtain a Finnish ID number from the local register office.

SOCIAL SECURITY, HEALTH CARE AND INSURANCES

PRIVATE HEALTH INSURANCE

It is advisable to have an insurance either from the home country or an international insurance company that covers the length of the stay or at least the first year in Finland.

The Student Insurance Program SIP is an insurance package that has been negotiated by the Finnish universities to sufficiently cover students and researchers arriving in Finland. It is available to all students and researchers coming to study or work at Finnish universities.

www.sipinsurance.eu

FINNISH SOCIAL SECURITY AND PUBLIC HEALTH CARE FOR FOREIGNERS

Permanent residents of Finland are entitled to Finnish public health care. The local register office and KELA (the Finnish social security institution) assess whether the residency in Finland is permanent. The assessment requires registration at the local register office and an application for the KELA system. As a rule, a move to Finland is considered to be permanent by the local register office if one stays in Finland for at least one year (EU/EEA citizens) or two years (non-EU citizens).

KELA assesses whether one is entitled to coverage by the Finnish social security system. Eligibility for KELA needs to be applied for upon relocation. The KELA system can be accessed on the basis of work or permanent residency. Eligibility to and coverage by the Finnish social security system depends on the reason and length of stay, for instance.

EU citizens and those eligible are recommended to obtain a European Health Insurance Card from their country of residence.

www.kela.fi/web/en

MELA SECURITY FOR GRANT RESEARCHERS

Scholars receiving a grant or a scholarship from Finland for a period exceeding 4 months are obligated to seek coverage under a special insurance meant for grant recipients (MYEL). This insurance is provided by an institution called the Farmers' Social Insurance Institution (MELA). It covers pension insurance, occupational accident insurance and group life insurance.

www.mela.fi/en/

MEDICINES AND VACCINATIONS

Finnish pharmacies are well stocked with all the basic medicines. Some medicines that are available in stores and supermarkets in other countries - such as Aspirin and various ointments - are only available in pharmacies in Finland. Some medicine is only available by prescription. Contact a pharmacy or a health care facility for more information.

Finland is one of Europe's safest countries in terms of health and hygiene. Vaccinations or inoculations are rarely required before arrival.



PENSION

In Finland pensions of university employees are covered by one of two state pension systems, depending on the employee's year of birth. The amount of earnings-related pension is affected by the working career, earnings and the pension accrual rate, which varies for people of different ages.

Pensions are funded through contributions from the employees and the employer. The employer deducts the employee's pension contribution from the gross salary in connection with the payment of the salary and pays it along with the employer contribution to the pension company.

The amount of the contributions is based on a fixed percentage of the employee's gross salary.

Grant recipients pay a pension contribution from their grant if they are eligible for MYEL coverage by MELA.

Finnish earnings related pension is paid out to all eligible employees regardless of their place of residence. The pension contributions are not paid out when a person leaves Finland. When the person becomes of pensionable age in Finland, the pension can be claimed from the pension fund.

[Pension system in Finland](#)

Finnish Centre for Pensions www.etk.fi/en

TAXATION

OBLIGATION TO PAY TAXES

Taxation of foreign researchers and other university staff in Finland varies according to how long they are staying in the country. The obligation to pay taxes also depends on the source of funding of the research.

Foreign citizens working for a Finnish employer are usually required to pay taxes in Finland. Researchers working on a grant may be required to pay taxes if the grant exceeds a certain yearly amount.

In addition to Finnish legislation, international tax treaties may affect your taxation in Finland.

TAX CARD AND LEVEL OF TAXATION

In order to pay the right amount of taxes from the salary a tax card needs to be obtained and delivered to the University salary administration. Without a tax card a 60 % tax is initially withheld from the salary. A tax card can be obtained from the In to Finland service point or a local tax office branch.

The level of taxation of an employee arriving in Finland from abroad varies according to the length and funding of the stay in Finland. In most cases progressive taxation is applied to persons who reside in Finland for more than six months. If a person works in Finland for less than six

months, usually a 35% tax at source is deducted from the salary. However, progressive taxation is also possible upon request.

EMPLOYEE CONTRIBUTIONS

Social security and pension contributions are always deducted from salaries in addition to taxes. These fees are automatically reduced from the salary and they are obligatory by law. In 2018 the employee contributions are the following:

ELMA (Employee pension c.), 6,35 %, for 53-62 year-olds 7,85 %*

Unemployment contribution 1,90 %

* *according to data available 1/2018

Tax Administration <http://www.vero.fi/en-US>

CALCULATING YOUR FINAL INCOME

This table will help you assess how much money you will be receiving

Calculating procedure	Example: salary 3444e/month
1. Calculate the amount of your monthly taxes	tax percentage: 20% = 688,80e
2. Calculate the amount of your monthly employee contributions	ELMA (pension contr.) = 218,70e Unemployment contribution= 65,44e
3. Deduct these sums from your monthly salary	3444-688,80-218,70-65,44 = 2472,06 e
4. The amount of money paid to your account each month	2472,06 e



ACCOMMODATION

UNIVERSITY OF HELSINKI HOUSING AND ACCOMMODATION

The University of Helsinki offers housing for staff members arriving from abroad. International Staff Services recommends new employees consider this option and check availability from University of Helsinki Housing and Accommodation Services.

Töölö Towers is a researcher house co-owned by the University of Helsinki and Aalto University. They offer short-term housing for up to six months. The University of Helsinki also rents furnished and unfurnished apartments to its incoming staff. The rental period for these apartments is max. 2 years.

www.unihome.fi

BANKING

Opening a bank account is recommended for all staff members receiving salary from the University of Helsinki, especially if the intended stay in Finland is more than a few months.

All salaries and grants paid by the University of Helsinki can be paid to any bank account on the SEPA (single euro payments) area.

The practices regarding opening a bank account differ from bank to bank. A Finnish ID number is standardly required. Please visit a bank office to enquire about the further requirements.

PRIVATE RENTAL MARKET

There are several options available on the private rental market in Helsinki and the capital area. The rental market in the capital region is rather competitive and finding suitable housing may require some effort. It is not recommended to rent out property without first seeing the apartment in person.

Private house finding services are available at an additional cost.

GETTING STARTED IN HELSINKI

PUBLIC TRANSPORTATION

HSL (Helsinki Region Transport) operates the public transport services in the Helsinki metropolitan area. The public transportation system is efficient and serves all areas in the metropolitan area. Commuter trains, buses, trams, metro and Suomenlinna ferry services are available depending on the route.

It is advisable to buy a personal Travel Card if you use the public transport regularly. A travel card can be used on public transport services in Helsinki, Espoo, Kauniainen, Vantaa, Kerava, Sipoo and Kirkkonummi. Travel cards can be purchased from HSL service points and R-kioski, for instance.

A reduced price for the travel cards is available for permanent residents of the Helsinki metropolitan area municipalities. Entitlement to this reduction requires registration at the local register office.



Journey Planner
Helsinki Region Transport

www.hsl.fi/en

www.reittiopas.fi/en/

MOBILE PHONE

Mobile phones work in Finland almost everywhere and the networks covering the country are to be considered very reliable. Basic phones are available from supermarkets, department stores and mobile phone retailers.

A prepaid connection is basically the easiest and most affordable option for foreign persons coming to Finland. It is possible to get a connection with postpaid billing as well. Prepaid connections are offered by many different operators. They can be purchased from newsstands and supermarkets. Prices and terms of contract vary depending on operator policies.

TAXI

Order a taxi by calling +358 100 0700 or going directly to a taxi stand. In general all taxis with a yellow taxi sign are licensed and safe.

ATM = OTTO

ATM's are available throughout the city and they are called the "OTTO" or "pankkiautomaatti" in Finnish.

EMERGENCY NUMBER 112





CONTACT DETAILS

FINNISH IMMIGRATION SERVICE NEAREST SERVICE POINTS

Office	Visiting address	Appointment reservation
Helsinki	Käenkuja 3 aA 00500 Helsinki	Appointment reservation: https://migri.vihta.com
Lahti	Kirkkokatu 12 15140 Lahti	Appointment reservation: https://migri.vihta.com
Tampere	Itsenäisyydenkatu 11 33500 Tampere	Appointment reservation: https://migri.vihta.com



MAAHANMUUTTOVIRASTO
MIGRATIONSVERKET
FINNISH IMMIGRATION SERVICE

INTERNATIONAL HOUSE HELSINKI

Shared service point for services on employment, pension, social security and tax etc.

Office	Visiting address and opening hours	Contact details
International House Helsinki	Albertinkatu 25, 00180 Helsinki 09:00-12:00 and 13:00-16:00 Mon-Fri	Web page: www.ihhelsinki.fi

Kela 



**VERO
SKATT**

LOCAL REGISTER OFFICES

Office	Visiting address and opening hours	Contact details
Helsinki	Albertinkatu 25 00181 Helsinki 09:00-16:15 Mon-Fri	Tel. +358 (0)71 873 0191 Fax. +358 (0)71 873 1191 Email: info.helsinki@maistraatti.fi

MAISTRAATIT 
MAGISTRATERNA

TAX OFFICES

Office	Visiting address and opening hours	Contact details
Capital region tax office	Aleksanterinkatu 9, 4th floor, 00100 Helsinki 09:00-16:15 Mon-Fri	Tel. +358 (0)29512000

 **VERO**
SKATT



HELSINKI YLIOPISTO

WORKING AT THE UNIVERSITY OF HELSINKI

ORIENTATION

OCCUPATIONAL HEALTH CARE AND INSURANCE

RESEARCH SERVICES

LIBRARY SERVICES

LANGUAGE SERVICES

STUDYING FINNISH

STAFF TRAINING AND DEVELOPMENT

SPORTS FACILITIES - UNISPORT

LUNCH

JOIN OUR COMMUNITY

BUDDY PROGRAMME

EVENTS FOR INTERNATIONAL STAFF

ASSOCIATIONS

WORKING AT THE UNIVERSITY OF HELSINKI

UH CONSIDERS STAFF TO BE ITS KEY RESOURCE AND AIMS TO BE AN INSPIRING AND THRIVING WORK COMMUNITY THAT BOOSTS ITS VISIBILITY AND ATTRACTIVENESS AS A GOOD EMPLOYER, IN ADDITION TO ENGAGING IN ACTIVE RECRUITMENT BOTH IN FINLAND AND ABROAD.

The University of Helsinki is an international academic community comprising 40,000 students and staff. We operate on four campuses in Helsinki and several other locations in Finland. The University is actively involved in many areas of society and creates connections around the world. The University of Helsinki is the workplace of more than 8,000 people, offering a range of opportunities in teaching and research as well as service and expert positions.

ORIENTATION

Orientation is available to all University of Helsinki employees. Our efficient orientation helps new employees quickly acquaint themselves with their work duties and become part of the professional community.

As for international staff, orientation includes many practical matters which must be handled before arrival in Finland. Arriving, settling in and adapting to everyday life in a foreign country calls for practical arrangements but also for special orientation.

New employees take part in orientation at their own unit. In addition to this, orientation events and activities to support the integration of our international staff are arranged regularly. Our selection entails This is your University sessions for all new staff members of the university, Finnish language courses, multicultural trainings as well as events and tools for networking and free-time activities.

USER ACCOUNT

The University's user account consists of a username and password. You need a user account to use the University's online services, such as email, the intranet and personal disk space.

Please contact your host unit's IT contact person to get the university user account activated.

OCCUPATIONAL HEALTH CARE AND INSURANCE

The University of Helsinki invests in the welfare of its employees by offering preventative occupational health services and general medical care.

Occupational health care services are available for all University of Helsinki employees who work at least 14 hours per week. Family members or persons working on grants at the university are not entitled to use occupational health services.

UH employees can use occupational health services from Monday to Friday, 8.00–20.00, if their occupational health unit is open. Employees cannot use occupational health services at night, on weekends or on holidays that fall on a working day.

The occupational health unit for employees depends on the location of their workplace. The occupational health unit in the Helsinki Metropolitan Area is Mehiläinen Ympyrätalo.

Not all health care is included in the service, including dental care. For these services you can visit the public or private health clinics.

All University of Helsinki employees are also insured for work related travel and accidents.

WIRELESS NETWORKS

There are two separate wireless networks at the University of Helsinki: Eduroam and HUPnet.

It is recommended to use **eduroam** because it offers better information security. Eduroam is also used at several partner universities, meaning that University of Helsinki students and staff can use their own University user accounts to log on to the partner university's network.

flamma

Flamma is the intranet of the University of Helsinki. It is made to be a personalised tool to enhance work and studies for every member of the University community. It is also the main channel for internal communications. The University offers comprehensive communications and services in English.

On Flamma you can:

- Post news and events from departments, faculties or the whole University
- Find University services and information from Directory and Services
- Access the unit-specific pages of faculties and departments
- Use Tools to access your timetable and studies
- Post events in the calendar, announce appointments and comment on the contents as well as buy and sell goods and services on the Community Marketplace under News and Events
- Save your own online tools, favourites, links, feeds and videos to either your front page or own pages.

To log onto Flamma, you need a University of Helsinki username and password.

flamma.helsinki.fi

RESEARCH SERVICES

The University of Helsinki has Research Services available to support researchers in practical matters related to research. Research Services can help identify and acquire external funding sources, set up applications, provide capacity building and assist in legal questions related to research and business collaboration. It also advises researchers on innovation and invention issues.

The services are available to all staff members.

LIBRARY SERVICES

The Helsinki University Library operates on all four university campuses.

Helsinki University Library is open to everyone. A library card is needed in order to borrow materials. You can get a Helsinki University Library HELKA card from the library the first time you take out a loan by presenting an official ID. A library card is personal and the holder is responsible for material borrowed with it.

The library database HELKA can be accessed online through the library web site or at helka.linneanet.fi. The Helsinki University Library has more than 30 000 scientific journal subscriptions. If you are logged in to the Helsinki University Network, you have access to all the information resources (databases, e-journals, e-books) available at the University of Helsinki.

www.helsinki.fi/library



LANGUAGE SERVICES

Language Services offers high-quality training in 30 languages, language testing, translation and language revision to public bodies, institutes, companies and individuals. Students and staff members at the University of Helsinki are welcome to join the language courses or use any other services.

STUDYING FINNISH

Studying the Finnish language is recommended to all international staff members.

The highly popular Finnish for Foreigners courses are open to everyone. The courses are offered all year round, and they provide language training with experienced teachers in an international environment.

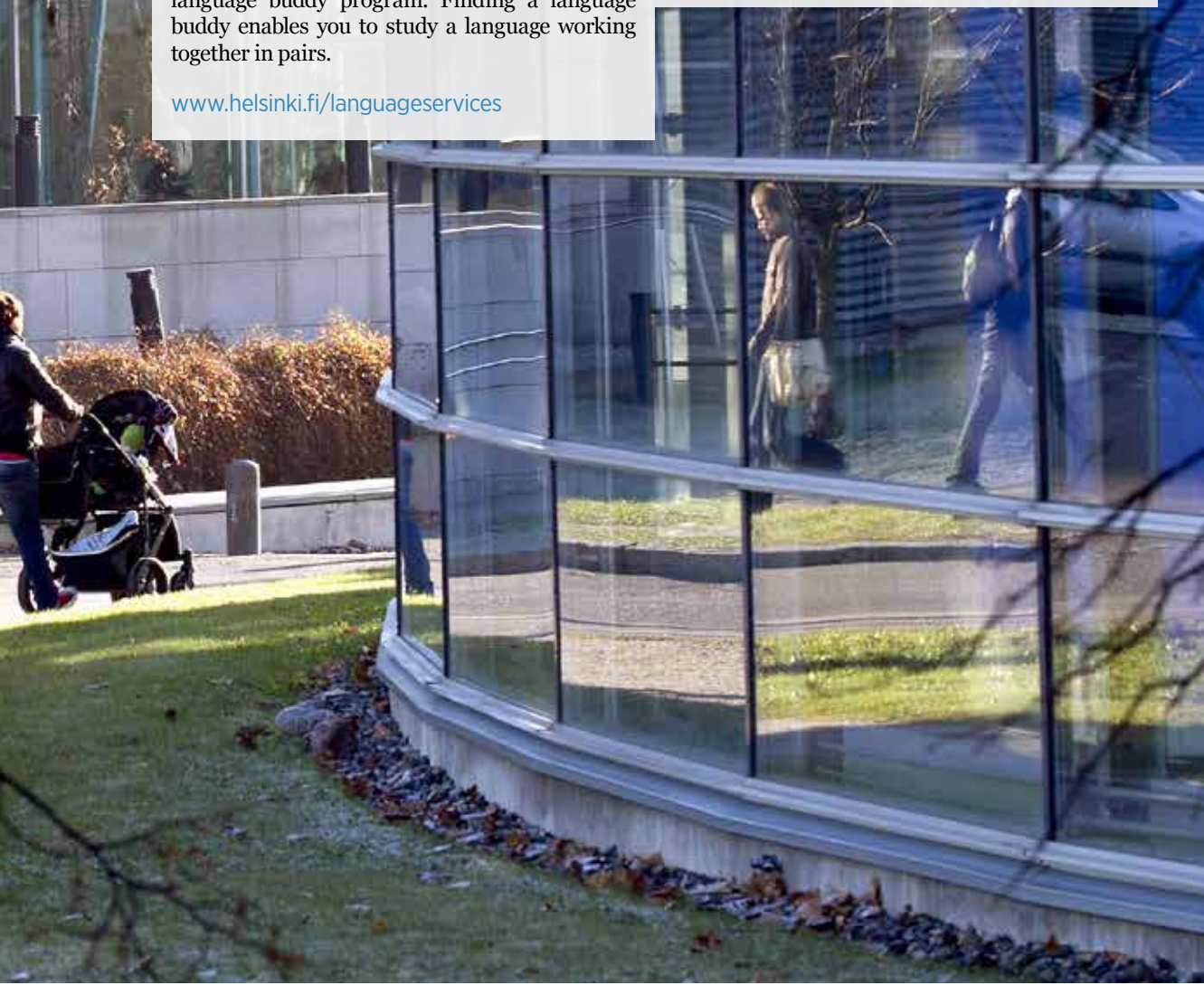
The Language services also offer an informal language buddy program. Finding a language buddy enables you to study a language working together in pairs.

www.helsinki.fi/languageservices

STAFF TRAINING AND DEVELOPMENT

Support for professional development is offered widely at the University of Helsinki. A range of staff training on a variety of topics is available to both academic and non-academic staff. Training is available for example on the following themes:

- Leadership and management
- Project management
- Research funding
- Communication and networking
- Workplace skills and work wellbeing
- Intercultural skills
- Finance
- It-systems



SPORTS FACILITIES - UNISPORT

UniSport, an exercise service provider owned jointly by the University of Helsinki and Aalto University, offers a wide range of low-cost exercise services on all campuses.

UniSport has first-class sports and exercise facilities in six locations around Helsinki and Espoo. Services include aerobics, gym facilities, group training and individual services. The Unisport staff at customer service points in the City Centre, Meilahti, Kumpula and Viikki sports and exercise facilities are happy to help with any questions. The services are available to anyone, and UH staff and students can enjoy the services at a reduced price.



www.unisport.fi

LUNCH

UniCafe offers tasty and affordable lunches, refreshing beverages and lovely pastries at the UniCafe restaurants in various locations on all campuses. UH staff members can buy lunch at the campus restaurants for a reduced price by presenting a staff card.



www.hyrvaintolat.fi/en

NEWSFLASH - NEWSLETTER FOR STAFF

NewsFlash is an internal newsletter featuring links to intranet Flamma in English. Available to all UH employees, it provides a direct avenue to news and issues that may be of particular interest to non-Finnish-speaking staff.

You can subscribe Newsflash in the University intranet Flamma.



JOIN OUR COMMUNITY

BUDDY PROGRAMME

The University of Helsinki wants to promote the integration of its new, international researchers, staff and doctoral students. The newly can have their own UniBuddy at the university, who helps getting into the social world of university, Helsinki Metropolitan area and Finland as well. Voluntary university staff members act as UniBuddies.



EveryBuddy needs SomeBuddy!
You can sign up to have a UniBuddy already before your arrival.

www.helsinki.fi/unibuddy

EVENTS FOR INTERNATIONAL STAFF

The University of Helsinki supports the integration of its international staff members by organizing various events. Follow up on the university intranet Flamma to hear about the opportunities.

ASSOCIATIONS

Tsemppi

Tsemppi PhD is made up of PhD students and Post-doc researchers in Helsinki. Tsemppi is a great way to meet other international and internationally minded students and researchers. The organization promotes the interests of international students and researchers, and raises awareness of their needs and contributions at the University of Helsinki as well as in Helsinki and Finland in general.

<http://blogs.helsinki.fi/tsemppi-hy>

The Association of Doctoral Students at the University of Helsinki

The Association of Doctoral Students at the University of Helsinki organizes University-wide collaboration of doctoral students including workshops, after work events and promotion of interests.

<http://blogs.helsinki.fi/phd-association>

HYY, The Student Union of the University of Helsinki

University of Helsinki Staff members with a Doctoral student status can become members of the Student Union of the University of Helsinki. HYY provides its members with guidance services and interest representation as well as various membership benefits.

hyy.helsinki.fi





FAMILY MATTERS

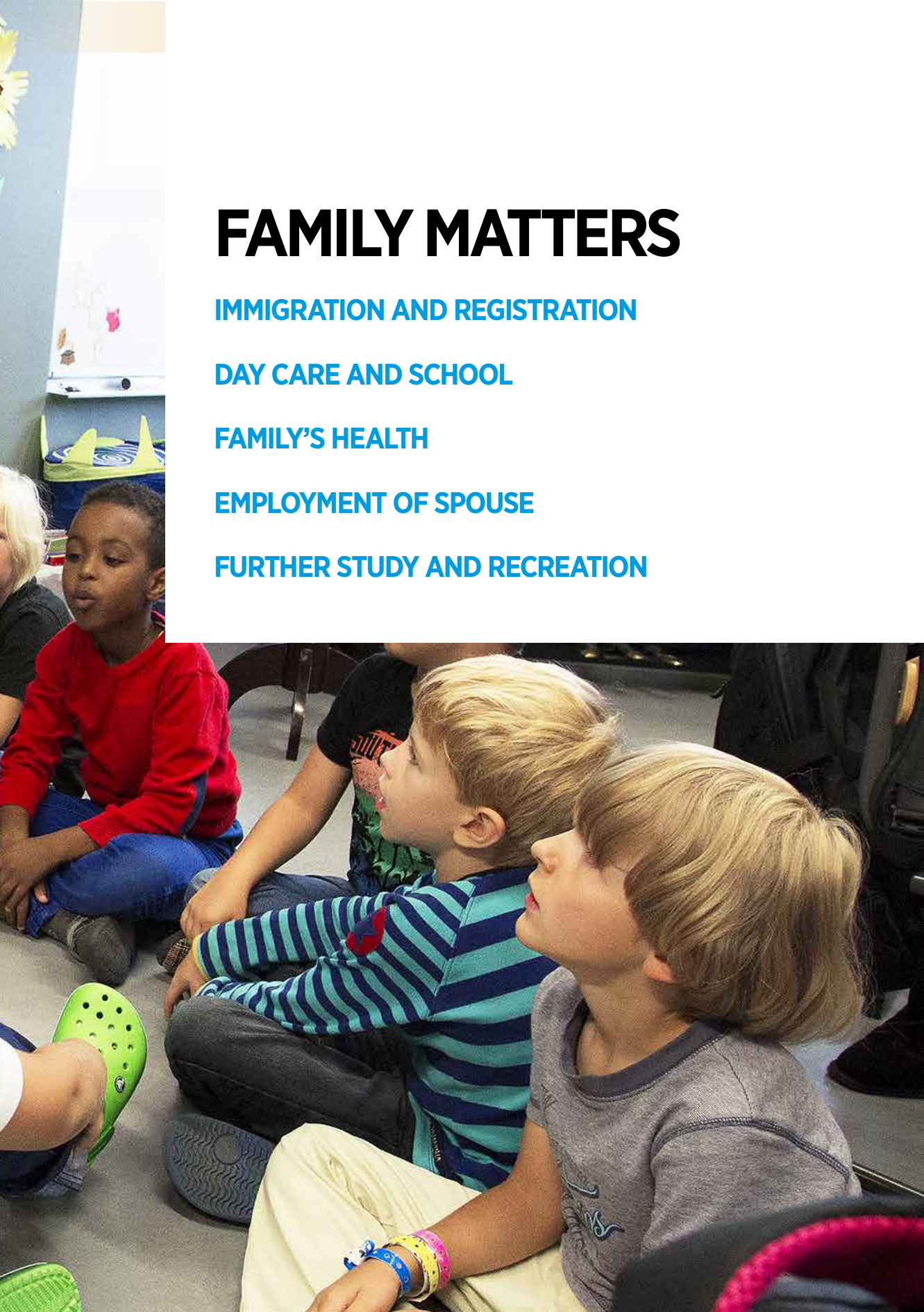
IMMIGRATION AND REGISTRATION

DAY CARE AND SCHOOL

FAMILY'S HEALTH

EMPLOYMENT OF SPOUSE

FURTHER STUDY AND RECREATION



IMMIGRATION AND REGISTRATION

We advise family members moving to Finland to go through the immigration formalities listed in the beginning of this guide.

If a residence permit is required it is advisable to apply for the researcher's and family member's permits at the same time.

Registration of family members at the local register office requires documentation on family ties. It is essential to prepare these documents before arrival in Finland. The documents need to be available or translated to Finnish, English or Swedish and must be legalised by an Apostille certificate or Grand Legalisation procedure.

The following documents may be required:

- Legalised and translated marriage certificate and divorce certificates
- Legalised and translated birth certificates for children
- For unmarried couples: lease or other documentation proving length of cohabitation

FAMILY'S HEALTH

Finland offers excellent health care services for families. Finland is, for example, internationally known for its child health clinic system offering services for young children. Health care services are offered both by the public and the private sector.

It is important to plan the insurance coverage for family members before arrival in Finland. The coverage can be funded in several ways.

Family members taking up permanent residence in Finland can be fully covered by the Finnish social security system (Kela) and be entitled to use the public health care services. Inclusion in the system can be applied for after the family's arrival in Finland.

It is advisable to get a private insurance from the country of residence or an international insurance company. It is also advisable to get a European Health Insurance Card for each family member, if applicable. Family members are not entitled to occupational health care services provided for the employees of the University of Helsinki.

Medical records, prescriptions and immunization records of family members should be collected before arrival.

DAY CARE AND SCHOOL

Finland has an internationally renowned, award-winning education system. There is a variety of facilities offering high quality education for children in the Helsinki capital area.

Day care is available to all children under school age in day care centers and family day care. There is a selection of both public and private providers of day care in the capital area. Day care in foreign languages is mainly organized by private providers. Children aged six can attend preschool teaching, which is arranged in day care centers and comprehensive schools. The costs for day care can partly be reimbursed if the child lives in Finland permanently.

Schooling is offered to all children both in public and private schools. Basic education at comprehensive school usually starts when children are seven years old and continues until they are 16 years old. While instruction in foreign languages is mainly offered by private schools, some Helsinki city schools offer instruction in a foreign language as well. Children must be enrolled into school by their parents. Public compulsory schooling is provided free of charge.

After receiving basic education in comprehensive school children attend upper secondary school. From there they can continue to vocational or high schools. School and day care enrollment are recommended to be completed well in advance.

IMMIGRATION LINKS FOR FAMILY

Finnish immigration service:
www.migri.fi
Moving to Finland to be with a family member

KELA
www.kela.fi, For families

Information on Apostille www.hcch.net

EMPLOYMENT OF SPOUSE

The Finnish labour market needs new employees on many fields. Finding employment in Finland requires a certain spirit of enterprise, an active approach and an open mind. Work opportunities are advertised through the public employment services as well recruitment agencies, sites listing job offerings and social media channels. Many jobs are so-called hidden jobs that are not announced for application publicly.

It is important to make sure that the permit matters are in order for employment in Finland. EU/EEA nationals have the right to work in Finland. For citizens of other countries the right to work depends on the type of the residence permit.

Public employment services www.te-palvelut.fi

FURTHER STUDY AND RECREATION

Finland offers a range of educational and recreational opportunities for the whole family.

Degree studies are provided by high schools, vocational institutes, universities and universities of applied sciences. For degree studies an application procedure needs to be followed. Degree studies are normally free of charge.

There are many options also for non-degree studies. Providers of these studies include open universities or open universities of applied sciences, summer universities and adult education centers. Studies are usually subject to a fee. Finnish language courses are offered by a range of providers.

The Helsinki area has a vivid cultural scene, plenty of sports opportunities and excellent library services available for everyone. Nature is always nearby in Finland. Helsinki offers a variety of outdoor areas throughout the city, both inland and beside the sea. The City of Helsinki also owns several recreational areas in neighbouring municipalities.

Finnish courses www.finnishcourses.fi

Studying as a hobby
www.infopankki.fi, studying as a hobby

Leisure in the Helsinki region
www.infopankki.fi, Leisure in the Helsinki region

SCHOOL SYSTEM AND SERVICES IN HELSINKI

- Municipal day care providers
- Language oriented day care
- Pre-school education
- Comprehensive education
- General upper secondary education

www.hel.fi » Daycare and Education

General information on services for families in Helsinki
www.infopankki.fi, family in Helsinki

Education system in Finland
www.infopankki.fi, education

OTHER USEFUL LINKS AND APPS

UNI Arrival Advisor

Advice on immigration formalities etc. for students and researchers
www.uniarrival.helsinki.fi

EURAXESS Finland

Advice for researchers on moving to and working in Finland
www.euraxess.fi

The Official Travel Site of Finland

Visit Finland, www.visitfinland.com

This is Finland

Things you should and shouldn't know
www.finland.fi

Finland in your language

Information about Finland in 14 languages
www.infopankki.fi

The city of Helsinki's official website for tourism and travel information

Visit Helsinki, www.visithelsinki.fi/en

Helsinki mobile apps

Download different mobile applications to find your favorite activities, events, restaurants, see what is happening around Helsinki and find your way from Hernesaari Harbour to city centre. We recommend you to download the application at home before your journey.
www.forumvirium.fi, [appstore](#)

Helsinki Region

Open data from the Helsinki Metropolitan Area
www.hri.fi/en

Virka Info

Virka Info is a public information service for Helsinki residents, located in the Helsinki City Hall lobby. The centre offers general information and advice on living and working in the Helsinki area as well as special advice and guidance on immigration issues.
www.hel.fi, [immigration advice](#)

Edited by International Staff Services, University of Helsinki
Version 4, 2018
All details correspond to the information available in 1/2018.

Photos:

Coverphoto: Arimo Eklund

Page 6, Visit Finland

Pages 10-11, Visit Helsinki, Niklas Sjöblom

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Pages 22-23, 24-25 and 26-27, UH, Linda Tammisto

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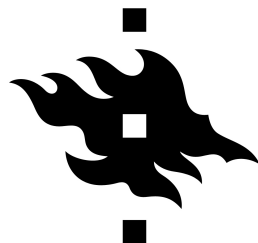
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