



VOLDA UNIVERSITY  
COLLEGE

## Information sheet for the academic year 2019/2020

<b>Address</b>	Volda University College International Office Post Box 500 6101-Volda NORWAY
<b>Email</b>	<a href="mailto:international@hivolda.no">international@hivolda.no</a>
<b>Website</b>	<a href="http://www.hivolda.no">www.hivolda.no</a> <a href="http://www.hivolda.no/english">www.hivolda.no/english</a>
<b>Erasmus ID code</b>	N VOLDA 01

## Contact persons

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<b>Head of International Office</b>	Arne Humberstet, +47 7007 5120, <a href="mailto:arnehum@hivolda.no">arnehum@hivolda.no</a>
<b>Incoming Mobility Coordinator (ERASMUS+, EEA, Zero-Grant, FreeMover, NordPlus etc.)</b>	Iulia Beleuta, +47 7007 5235, <a href="mailto:beleuta@hivolda.no">beleuta@hivolda.no</a>
<b>Outgoing Mobility Coordinator (ERASMUS+, EEA, Zero-Grant, NordPlus etc.)</b>	Marthe Osmundsen, +47 7007 5232, <a href="mailto:osmundma@hivolda.no">osmundma@hivolda.no</a>

## Academic calendar

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1 <sup>st</sup> Semester (Autumn)	August - December
2 <sup>nd</sup> Semester (Spring)	January - June

## Nomination procedures

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All exchange students must be nominated through the nomination portal, by the International office at the home institution or the person responsible for exchange at the home university. They must be nominated before they can apply. All VUC partner universities have received an e-mail with a link to the nomination portal. If you have not received the link, please contact us at [international@hivolda.no](mailto:international@hivolda.no). A step-by-step guide has been developed, and you can find it on our website:

<https://www.hivolda.no/en/exchange/nomination-procedures>

# Application deadlines for students

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Autumn semester or entire academic year	<b>15<sup>th</sup> May</b>
Spring semester	<b>15<sup>th</sup> November</b>

## Application procedures

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Students must apply online, via the Application portal (SøknadsWeb). They must also upload documents, according to the instructions on the Application portal. The application documents must be complete, filled out, signed and stamped by exchange coordinators at the home institution for the application to be processed.

<b>Application documents</b>	VUC Application form Learning Agreement Transcript of Records (English) – higher education Portfolio (if required in the course description) Motivation letter (if required in the course description) CV (if required)
<b>Application forms</b>	Contact the International Office or visit the VUC website at <a href="https://www.hivolda.no/en/exchange">https://www.hivolda.no/en/exchange</a>

## Academic information

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<b>Faculties</b>	Faculty of Arts and Physical Education Faculty of Media and Journalism Faculty of Humanities and Education Faculty of Social Sciences and History
<b>Courses for international students</b>	All the faculties currently offer courses taught in English. They are available to international students. The courses are either at 100 level (basic level), 200 level (advanced level) or 300 level (MA level).  For a detailed overview of our courses for international students, please visit our website at <a href="http://www.hivolda.no/english">www.hivolda.no/english</a> or contact the International Office, <a href="mailto:international@hivolda.no">international@hivolda.no</a> .
<b>Academic transcripts</b>	Transcript of records will be sent in January (for the autumn semester) and June (for the spring semester). Transcripts are sent both to the students' home address and to the International office at the home institution.

## Accommodation

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<b>Accommodation</b>	Accommodation is provided by the Student Welfare Organization (SiVolda) in residence halls. International students are guaranteed housing in the student residences as long as they have submitted the application for housing, directly to SiVolda, within the application deadline.
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The housing application must be sent to [sivolda@hivolda.no](mailto:sivolda@hivolda.no)  
Information on how to apply for the student dorms:  
[www.boligtorget.no/sfs](http://www.boligtorget.no/sfs)

**Contact for accommodation**

Mrs Magnhild Eikenes Kile, [mkile@hivolda.no](mailto:mkile@hivolda.no)

## Practical Information

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All accepted students will receive a Welcome email and a Pre-Arrival guide, with detailed information about travelling, arrival, enrollment, housing, cost of living etc.

**Living costs**

We recommend students to calculate approx. 700-800 Euro/month in order to cover all the living expenses in Volda.

Housing	380 – 420 Euro/month
Local transportation	None. Everything is within 5 minutes walking distance
School Fees	None
Food	250-300 Euro/month
Personal expenses	100-200 Euro/month

**Visa requirements and residence permits**

Citizens of the Nordic countries, the European Union, Lichtenstein and Switzerland do not need to apply for a residence permit before arrival.

Citizens from countries outside of the EU need to apply for residence permit before coming to Norway. Students must contact the nearest embassy or consulate for detailed and updated information on the required documentation.

**Health and travel insurance**

All students must hold a valid European Health Insurance Card or equivalent before coming to Norway.

In addition, we strongly encourage students to have travel insurance before coming to Norway.'

**Bank accounts and payment cards**

Payments cards such as VISA, MasterCard, etc are normally accepted in Norway and can be used in most of the shops.

Opening a bank account is rather difficult, therefore we recommend students to use their cards and not come with large amounts of cash.

It is not possible to exchange currency in Volda, therefore students are recommended to come with an amount of money in Norwegian crowns and have the rest on their cards.

More information for incoming students can be found on our website: [www.hivolda.no/en/studies](http://www.hivolda.no/en/studies)