

# DOUBLE DEGREE PROGRAMMES IN TECHNOLOGY 2017



LUT

Lappeenranta

University of Technology

*How to Apply  
from Partner Universities in Russia*

# THE LUT MASTER'S PROGRAMMES

## Technology, Double Degree

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### LUT School of Energy Systems

- Master's Programme in Energy Systems
- Master's Programme in Electrical Engineering
- Master's Programme in Sustainability Science and Solutions
- Master's Programme in Mechatronic System Design
- Master's Programme in Sustainable Production in Mechanical Engineering
- Master's Programme in Welded Metal Structures

### LUT School of Engineering Science

- Master's Programme in Chemical and Process Engineering
- Master's Programme in Chemical Engineering for Water Treatment
- Master's Programme in Computational Engineering and Technical Physics

### LUT School of Business and Management

- Master's Programme in Computer Science
- Master's Programme in Global Management of Innovation and Technology (GMIT)

# LUT MASTER'S PROGRAMMES

## Tuition Fees

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- **Citizens of a country outside the European Union (EU), the European Economic Area (EEA) or Switzerland are required to pay tuition fees**
- **The tuition fee for all the LUT Master's programmes is EUR 10 000/academic**
- **You do not need to pay tuition fee if you are:**
  - *a non-EU/EEA citizen having a permanent Finnish residence permit*
  - *a non-EU/EEA citizen having a long-term resident's EU residence permit (P and P-EU)*
  - *a non-EU/EEA citizen having a fixed-term continuous residence permit (A)*
  - *a non-EU/EEA citizen having an [EU Blue Card](#)*
- **You are most likely not to pay tuition fee if you are:**
  - *a non-EU/EEA citizen but a family member to EU/EEA citizen*
- **To prove your status you are required to enclose to your application a copy of your**
  - *valid passport or national ID card where your citizenship is indicated*
  - *valid residence permit card*

# LUT MASTER'S PROGRAMMES

## Scholarships

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- For students outside the EU/EEA countries or Switzerland in all the Master's Programmes
- **Full Scholarship**  
→ covering for the tuition fee and the living expenses
- **Tuition Fee Scholarship**  
→ covering for 100 % of the tuition fee
- **Tuition Fee Scholarship**  
→ covering for 50 % of the tuition fee
- **All the LUT Master's Programmes are offering scholarships**
- **Offered based on academic excellence**  
→ *Granted in the order of the highest points achieved in the academic evaluation during the admission process*
- **Can be applied to on the same application form when applying for the Master's Programme**
- **Scholarship decisions made by the LUT Schools**
- ***We will do our best so that as many of our Double Degree students as possible would be able to study at LUT without paying any tuition fees***

**HOW TO GET READY FOR  
THE APPLICATION PERIOD**

**December 1, 2016 – February 28, 2017**

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# CHOOSING THE PROGRAMME

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- Start the application process by choosing the relevant LUT Master's Programme/s
- More information about the programmes: [www.lut.fi/masters](http://www.lut.fi/masters)
- You can apply to a maximum of two different LUT Master's Programmes for which your home university/faculty has a Double Degree agreement with LUT  
→ A list for the partner universities for each LUT Master's Programme can be found at the LUT website "Apply to LUT – Double Degree Studies"
- Carefully go through the web sites for the required programme-specific studies  
→ [www.lut.fi](http://www.lut.fi) → Admissions → Apply to LUT → Master's Studies  
→ Detailed information given programme by programme

# TAKING A LANGUAGE TEST

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- **TAKE A LANGUAGE TEST IN ENGLISH AS SOON AS POSSIBLE!!**
  - *Only a limited number of tests and test dates are available*
  - *Getting the results usually takes several weeks*
- **Language test required for every LUT Master's Programme**
  - *Not eligible to apply/get admitted without a language test with at least the minimum score required*
- Your language test result has to reach LUT Admissions Services by **February 28, 2017 at 15:00 (GMT+2)**
- A language certificate provided by your home university is NOT accepted
- *IELTS language test organized at LUT in Lappeenranta, Finland  
On January 7, 2017 - registering starts at the end of October  
If interested, please contact [admission@lut.fi](mailto:admission@lut.fi)*

# LANGUAGE REQUIREMENTS

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- Chemical and Process Engineering
  - Chemical Engineering for Water Treatment
  - Computer Science
  - Global Management of Innovation and Technology (GMIT)
- Academic TOEFL 80 iBT or 550 PBT
  - Academic IELTS 6.0
  - PTE Academic 54
  - Cambridge English CAE/CPE level C

- Energy Systems
  - Electrical Engineering
  - Sustainability Science and Solutions
  - Mechatronics System Design
  - Welded Metal Structures
  - Sustainable Production in Mechanical Engineering
  - Computational Engineering and Technical Physics
- Academic TOEFL 65 iBT or 513 PBT
  - Academic IELTS 5.5
  - PTE Academic 46
  - Cambridge English CAE/CPE level C



# VALIDITY FOR THE LANGUAGE TEST

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- Test result has to be valid throughout the whole application period  
→ *Until the DL of February 28, 2017*
- All the accepted language tests are valid for **two years from the date of taking the test**

# SUBMITTING THE TEST RESULT

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- Enclose a copy of your test result to your application OR,  
mail/e-mail it separately to LUT Admissions Services
- The test result has to reach LUT Admissions Services  
by **February 28, 2017 at 15:00 (GMT+2)**

# REQUIRED EDUCATIONAL DOCUMENTS AND AUTHENTICATION

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# EDUCATIONAL DOCUMENTS

## REQUIREMENTS

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### Students having a Bachelor's Degree and studying for a Master's Degree

- A copy of your Degree Certificate (B.Sc.)
- A copy of your Transcript of Records (B.Sc.)
- An up-to-date copy of your Transcript of Records (M.Sc.)
- + Translations in English for all these documents

### Students studying for the Degree 'Specialist'

- An up-to-date copy of your Transcript of Records
- + Translation in English

### Students applying as undergraduate

- You have to complete your degree by **July 31, 2017**
- You have to provide LUT Admissions Services with your educational documents\* by **August 4, 2017 at 15:00 (GMT+2)**

*\*Copies and translations for the Degree Certificate and Transcript of Records*

# EDUCATIONAL DOCUMENTS

## AUTHENTICATION

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- All copies for educational documents must be officially certified by the awarding institution
  - There has to be the *original stamp of the university* on each page of each copy for the documents
  - A plain copy of an officially certified copy is NOT accepted
- ...Or, the educational documents can also be officially certified by Notary Public
  - Every page of each document must bear an original stamp/seal and signature of the certifying officer
- *Note: If you have friends applying to a non-Double Degree programme at LUT, an apostille verification for the document authentication is required*

# EDUCATIONAL DOCUMENTS TRANSLATIONS

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- All translations for the educational documents must be officially certified by the home university  
→ *There has to be the original stamp of the university on each page of the translations*
- A translation without the original stamp of the university is NOT accepted

# **APPLICATION PROCESS**

**December 1, 2016 – February 28, 2017**

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# HOW TO APPLY?

## How Does It All Start?

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- As a Double Degree applicant, you will follow a special application process
- A contact person in your home university will first provide LUT Admissions Services with a list of students applying to the programmes
  - *Students & programme/s they are applying to*
  - *Status regarding to language test*
- LUT Admissions Services will send you a link for the application form/s

# HOW TO APPLY?

## Application Form/s & Enclosures

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- Fill in the application form
- Pay special attention when answering the questions; the first evaluation is based on your answers
- Print out and sign your application form
- Enclose all the required and officially certified documents  
→ *Listed on the application form*
- One application form per each programme (max. 2 programmes)
- Only one set of enclosures required  
→ *Even when applying to two different programmes*
- Mark down your name and the programme on every document

*The application form and the enclosures will not be returned to the applicant.*



# DELIVERING THE APPLICATION/S

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## Applicants in St. Petersburg

- Bring your application/s in a closed envelope addressed to LUT Admissions Services to the LUT staff member at “The House of Finland” in St. Petersburg, <http://www.suomi-talo.fi/index.php?page=glavnaya>
  - Ms Tanja Karppinen, [Tanja.Karppinen@lut.fi](mailto:Tanja.Karppinen@lut.fi)
  - Please contact Ms Karppinen by e-mail to make an appointment
- Note: The documents will not be checked at The House of Finland

## Applicants in other cities:

- Send your application/s to LUT Admissions Services by using a courier service
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- Possibility to supplement your application until the DL of **February 28, 2017 at 15:00 (GMT+2)**
- Your application including all the required documents must reach LUT Admissions Services or The House of Finland by **February 28, 2017 at 15:00 (GMT+2)**
- Late applications will NOT be accepted

**AFTER YOUR APPLICATION  
HAS REACHED LUT**

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# VERIFYING THE ELIGIBILITY

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- LUT Admissions Services will first verify your eligibility and language skills  
→ *Only when the language requirements are met with, LUT Admissions Services will process your educational documents*
- LUT Admissions Services will notify you by e-mail when having processed your documents  
→ *...and send you a request to supplement your application, if necessary*
- If necessary, you have to be able to supplement your application within the application period by **February 28, 2017 at 15:00 (GMT+2)**
- Applications NOT being attached/supplemented with the requested documents by the given DL are automatically rejected

# **EVALUATION AND STUDENT SELECTIONS**

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# EVALUATIONS & INTERVIEWS

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- There is a limited number of Double Degree students to be admitted for each programme
- Applications being evaluated by the Admissions Committee for the programme
- All the eligible applicants will be interviewed as part of the evaluation/selection process  
→ In person at the student's home university or online
- To be admitted, an eligible Double Degree applicant has to achieve at least 70% of the maximum points for the interview
- Final student selections carried out in the LUT Schools
- Scholarship granted by the LUT Schools immediately after the final selections are made  
→ *The admitted student will know at the time of publishing the admission decisions whether s/he has been granted with a scholarship*

# STUDENT SELECTIONS

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- LUT student selections will be published on **April 19, 2017**
- A list of accepted students published at the LUT website  
→ *Only the names for those applicants who have given permission to publish their names*
- Applicants accepted to study at LUT will be informed by e-mail & mailed an official Certificate of Admission and information package
- If having granted with a scholarship, the Scholarship Decision will be enclosed as well
- Admission Letters will be sent to the contact person in your home university by using EMS letters  
→ *Admitted students in St. Petersburg will pick up the packages from The House of Finland*
- Non-admitted applicants will be informed by e-mail

# DEADLINES FOR THE ADMITTED STUDENTS

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# STUDENTS BEING CONDITIONALLY ACCEPTED

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- You have to complete your degree by **July 31, 2017**
- You have to provide LUT Admissions Services with your educational documents by **August 4, 2017 at 15:00 (GMT+2)**  
→ *Documents arriving after the DL will NOT be accepted*

# ALL ACCEPTED STUDENTS

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- **All the admitted students must confirm their study place at LUT in early June, 2017**  
→ *The exact date given in Arrival Instructions enclosed to your Admission Letter*
- **Accepting the LUT study place requires you to start your studies by participating the LUT Orientation Days for the new incoming students at the end of August/in the beginning of September 2017**  
→ *The exact date given on the Certificate of Admission*



# IMPORTANT DATES

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- **December 1, 2016: Application period begins**  
→ *Application forms will be sent by e-mail after LUT Admissions Services has received a list for the nominated applicants*
- **February 28, 2017 at 15:00 (GMT+2): Application period closed**  
The final date and time for LUT to receive your application documents
- **April 19, 2017: Admissions results published**
- **Early June 2017: Accepting the study place at LUT**
- **July 31, 2017: DL for the conditionally accepted (=undergraduates) to graduate**
- **August 4, 2017 at 15:00 (GMT+2): DL for the conditionally accepted to provide LUT Admissions Services with the educational documents**

# FURTHER INFORMATION

When having any questions  
about the application process,  
please contact

**LUT Admissions Services**  
**at**  
**[admission@lut.fi](mailto:admission@lut.fi)**

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