

## Information for Students on Exchange

<b>A. University</b>	<b>Tallinn University of Technology (TalTech)</b>  <a href="https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/">https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/</a>
<b>B. Country</b>	Estonia
<b>C. Academics</b>	
<b>i) Module Mapping &amp; Credits Transfer</b>	<p>Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange. You can check with the SEP Coordinator in the Dean's Office of your home faculty.</p> <p>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p>
<b>ii) Academic Calendar</b>	<p><b>Semester 1:</b> Late August to late January  <b>Semester 2:</b> Late January to mid-June</p> <p><a href="https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_academic-calendar/">https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_academic-calendar/</a></p>
<b>iii) Exchange Duration</b>	Due to clashing academic calendar, students are advised to go on exchange in <b>semester 2 only</b>
<b>iv) Examination</b>	Students are expected to attend the mandatory examination until late June while on exchange in TalTech in semester 2.
<b>v) Curriculum Structure</b>	<p>Forms of tuition shall be classroom study, practical training, and independent work. Classroom study shall comprise lectures or seminars. The nominal study load per semester according to the curriculum shall be 30 European credit points (30 ECTS credits). Each credit corresponds to 26 hour work.</p> <p>Please refer to TalTech's grading system <a href="#">here</a>.</p>
<b>vi) Entry Requirements</b>	<p>(a) Be a student of good standing at NUS with:</p> <ul style="list-style-type: none"> <li>(i) a minimum 'B' average grade or 60% - 65% average marks or ranking in the top one-third of the class;</li> <li>(ii) no single grade below 'C';</li> </ul> <p>(b) Show the aptitude, motivation and maturity, to thrive in the environment at the host university</p>

<p><b>vii) Language Proficiency Requirements</b></p>	<p>Students are reminded to review the list of courses which are taught in English at TalTech carefully.</p> <p>NUS students should have the English proficiency level which is beyond the minimum required B2 standard under the Common European Framework of Reference for Languages (CEF or CEFR).</p> <p>NUS students have to support their exchange application to Tallinn with their GCE “O” level certificate with English of grade C or better, show their IB certificate or IELTS test score of at least 5.0.</p>
<p><b>viii) Modules Compatibility</b></p> <p>Students are reminded to <b>review the online course list carefully</b> as it contains important information which is often ignored. Please read so that you will save time, effort and have less stress in your application process.</p>	<p>The list of modules available to exchange students can be found at TalTech’s web page: <a href="https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/courses-in-english/">https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/courses-in-english/</a> . New list for Spring 2019 will be uploaded in October 2018.</p> <p>TalTech requires an approximate 70% of your course selections to match with your study level and major at NUS.</p> <p>Only modules from the following <b>faculties /departments at TALTECH</b> are available for NUS students:</p> <ul style="list-style-type: none"> <li>• Faculty of Social Sciences (Economics only)</li> <li>• Faculty of Information Technology</li> <li>• Faculty of Mechanical Engineering</li> <li>• Faculty of Chemical &amp; Materials Technology</li> <li>• Faculty of Science</li> </ul> <p>NUS students can only consider the Economics modules offered by Taltech’s Department of Economics and Finance which resides in TalTech’s School of Business and Governance.</p> <p>There could be new restrictions for exchange students and do take note to refer to TalTech’s webpage diligently.</p> <p>Modules can only be confirmed upon arrival at TalTech.</p>
<p><b>ix) Module restrictions</b></p>	<p>Both undergraduates and postgraduate Business and Law modules at TalTech are <b>not</b> offered to NUS students.</p> <p><b>Most of the courses which are conducted in English are Master level courses. As an exchange student, you can choose both Bachelor and Master level courses but please take note that there are stricter pre-requisites for Master level courses.</b></p> <p>Please take note NUS students have to be in their third year of studies in order to be considered by TalTech professors for IT related master level courses.</p>

	<p>TalTech's strengths are in Computer Science and therefore these modules could be oversubscribed and not available.</p> <p>TalTech no longer offers the master programme on Work and Organizational Psychology.</p>
<p><b>D. Application</b></p>	
<p><b>i) Procedures</b></p>	<p>All NUS student has to be nominated by NUS before they can apply for fee-waiver exchange at the host university.</p> <p>The application procedures and list of supporting documents needed by the host university can be found in the SharePoint. Please look for the SEP coordinator at your Dean's Office for the link to the SharePoint.</p> <p>Application information can also be found online at <a href="http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_application/">http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_application/</a></p> <p>Documents needed by TalTech:</p> <ol style="list-style-type: none"> <li>1. Please fill and submit the online Application form when you have collected all required documents in English.</li> <li>2. Preliminary Learning Agreement or NUS Study Plan</li> <li>3. Transcript of Records (Registrar's Office will provide)</li> <li>4. Certificate of English language proficiency</li> <li>5. Copy of passport</li> <li>6. CV</li> </ol> <p>Please upload all the scanned copies of the supporting documents without exceeding the maximum size of 5MB while filling in the online application, <b>TalTech will only process the applications with complete supporting documents.</b> Please note that you can't modify your application after the submission.</p> <p>Successful applicant will receive a Letter of Acceptance from TalTech <b>by e-mail during 4 weeks after the application deadline.</b> TalTech will send back the scanned version of a signed Learning Agreement to NUS students.</p> <p>Please take note that the modules indicated on the signed Learning Agreement might change upon arrival in TalTech and confirmation of course timetable.</p>
<p><b>ii) Deadlines</b></p>	<p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After</p>

	<p>clearing the internal application and selection process, students have to take note of the application deadline set by the host university.</p> <p>Failure to submit a formal online application to the host university on time will result your exchange being forfeited even if you have been selected by NUS for the exchange. All supporting documents need to be uploaded online.</p> <p>All supporting documents have to be submitted to your respective Dean's Office by <b>15 May</b> for semester 1 and full year exchange application and by <b>15 November</b> for semester 2 exchange application.</p>
<p><b>E. Accommodations</b></p>	
<p><b>i) University Accommodation</b></p>	<p>For exchange students accommodation is offered in the <b>Academic Hostels</b> situated in the university campus and in the city centre. The campus reception is open 24/7, you can arrive any time.</p> <p>Accommodation is <b>not guaranteed</b> and limited places are available to students who apply and pay the deposit before the stipulated deadline. It is easier to get university accommodation in the Spring semester or semester 2. For more information on accommodation, please refer <a href="#">here</a>.</p>
<p><b>ii) Private Accommodation</b></p>	<p>Students who failed to secure university accommodation have to find private accommodation on their own. Please read the tips Tallinn has for exchange students who are searching for private housing: <a href="http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_accommodation/tips-private-housing/">http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_accommodation/tips-private-housing/</a></p>
<p><b>F. Visa</b></p>	
<p><b>Consular/Visa Regulation</b></p>	<p>If you are staying in Estonia for <b>more than three months</b>, the Estonian authority requires you to apply for <b>Long-stay (D) visa</b>. It is recommended that you secure necessary visa before leaving for Estonia.</p> <p>Please note that the application procedure for the travel documents for students outside EU may take up to 2 months. Please refer to <a href="#">this link</a> for more information on the type of visa needed.</p> <p>All the necessary supporting documents are to be saved and submitted in single submission to TalTech. In addition, please inform TalTech when and where you are going to apply for a visa as early as 2 months before the start of your exchange.</p>
<p><b>G. Safety, Health &amp; Medical Insurance</b></p>	

<p><b>i) Health/Medical Insurance</b></p>	<p>Student is allowed to enter Estonia with travel insurance but <b>has to purchase the health insurance in Estonia</b> which is valid in Estonia or in the Schengen area with a coverage of at least €30, 000 for the entire duration of stay within two months after arriving in Estonia. The insurance contract should guarantee all costs related to medical treatment as a result of illness or injury during the validity period of the D-Type Visa.</p> <p>Based on the requirements of Estonian Police and Border Guard Board, the obligatory medical insurance contract has to be presented to the Police and Border Guard Board within two months of arrival in Estonia.</p> <p>For more information, please refer <a href="#">here</a>.</p> <p>All registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to <a href="http://www.nus.edu.sg/uhc/services/billing-insurance/insurance-matters.html">http://www.nus.edu.sg/uhc/services/billing-insurance/insurance-matters.html</a>.</p> <p>For more information on the blanket travel insurance, please refer to <a href="http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html">http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</a>. If the insurance coverage is not enough, students are advised to purchase additional health and/or travel insurance from their preferred agent.</p>
<p><b>ii) Emergency hotline</b></p>	<p>24/7 Advisory Line for family physician: 1220</p> <p>Ambulance: 112</p> <p><a href="https://www.ttu.ee/studying/new-and-current-student/health-care-2/">https://www.ttu.ee/studying/new-and-current-student/health-care-2/</a></p>
<p><b>H. Cost of Living</b></p>	
<p><b>i) Estimated Monthly Living Expenses</b></p>	<p>Details can be found at <a href="https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/cost-of-living/">https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/cost-of-living/</a></p>
<p><b>I. Useful Links</b></p>	
	<p><b>Arrival Information</b></p> <ul style="list-style-type: none"> <li>• <a href="http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/arrival/">http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/arrival/</a></li> </ul> <p><b>FAQs</b></p> <ul style="list-style-type: none"> <li>• <a href="https://www.ttu.ee/studying/faq-s/faq-incoming/">https://www.ttu.ee/studying/faq-s/faq-incoming/</a></li> </ul>