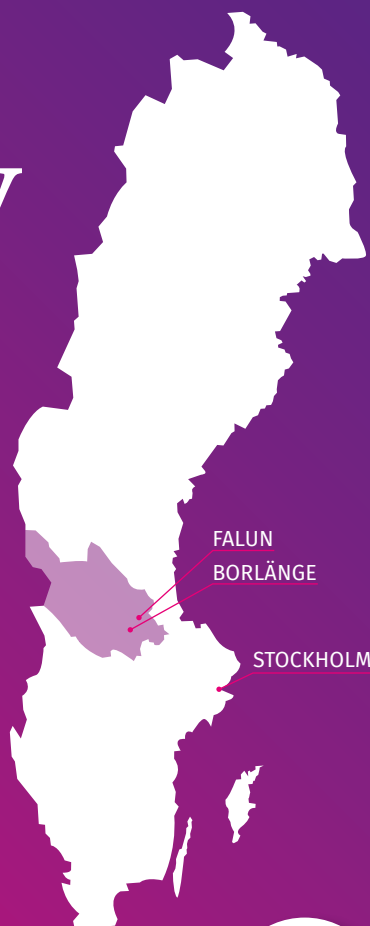




DALARNA
UNIVERSITY

Welcome to Dalarna University

Student Guide
for International
Students 2019/2020



FALUN

BORLÄNGE

STOCKHOLM

A University That Makes a Difference
– Knowledge Makes a Difference

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Hej (Hello) and Välkommen (Welcome)!

We would like to offer you a warm welcome to the international community at Dalarna University. It is our sincere wish that you have a wonderful experience studying with us here in the beautiful province of Dalarna in central Sweden.

WE STAND FOR...

... openness, courage, and responsibility, and it is these three core values that form our vision as we aim to create open pathways to knowledge for a good society. Naturally, we also stand for equal rights for everyone, regardless of background, religion, ethnicity, disability, sexual orientation, or any other status, and we welcome you all.

WE ARE...

... a small, modern university located in central Sweden that together with our partners, local and global, works to create knowledge that makes a difference. Further, we are an international group of employees, from countries as far apart as New Zealand and Canada, China and Finland, Mexico and Bangladesh. When it comes to our approximately 16 000 students, about 4 500 study on campus – and we are delighted to say that you too are now one of them!

OUR RESEARCH AND EDUCATION...

- ... are conducted in our three schools:
- School of Education, Health and Social Studies

- School of Humanities and Media Studies
- School of Technology and Business Studies

... at our two campuses, Campus Borlänge and Campus Falun. We also deliver many of our courses online in real-time, Dalarna University being nationally recognised as a pioneer in this field, with its well-established Next Generation Learning Centre (NGLC).

Your Vice-Chancellor at Dalarna University is Martin Norsell. You'll likely see him around campus and will certainly meet him at the start of the semester at the Welcome Ceremony.



Martin Norsell
Vice-Chancellor at Dalarna University



And with Hej and Välkommen, so begins your first lesson in Swedish. Here is a short list of some particularly everyday words:

Hej	Hello
Hej då	Good bye
Hur är det?	How are you?
Bra	Good
Inte bra	Not good
Vad heter du?	What's your name?
Ja	Yes
Nej	No
Tack	Thank you
Tack så mycket	Thank you very much
Jag förstår inte	I don't understand

To hear how to pronounce these and other Swedish words, visit **bab.la**. This online dictionary lists many languages for quick translation into Swedish.

*Photo by Parcilla DuPreez

This Student Guide

We want you to get off to a good start, which is why we put together this student guide.

Our hope is that it gives you general information on such subjects as studies, university facilities, housing, cost of living, health insurance, activities, and events. It is not meant to be all-encompassing, but we nonetheless hope you find what you are looking for within its pages and encourage you to read every page. As a guide, it should be useful to you both prior to your arrival at Dalarna University and during your time here.

The Student Guide for International Students 2019/2020 begins with a few pages that out-

line in relative detail some important aspects related to your studies and life in general, and concludes with an alphabetical list for your easy reference. Chances are you will still have questions, which is why we provide a contact list on the back cover so that you can email us for answers.

Let's start with a checklist that you can look at in your home country while preparing to come to Sweden.

Checklist

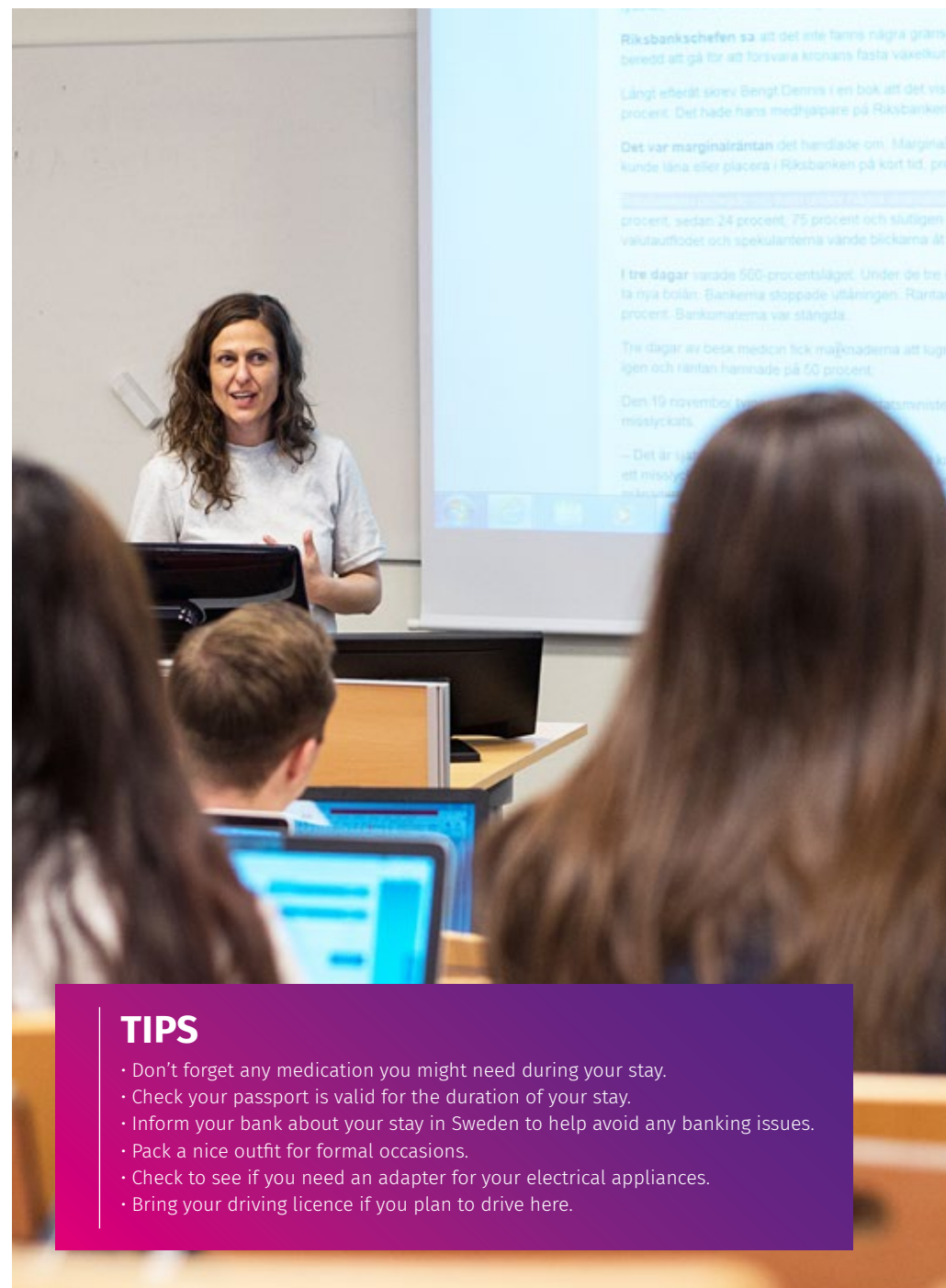
We don't want you to forget anything, so here are a few key questions to consider:

HAVE YOU...

- ☐ checked, if you are a fee-paying student, that you have been admitted to your courses on www.universityadmissions.se and have you paid your tuition fee?
- ☐ checked, if you are an exchange student, that you have been admitted to your courses on www.universityadmissions.se and have you prepared your learning agreement (see page 24)?
- ☐ checked if you need a residence permit/visa (EU/EEA students do not need one) (see page 25)?
- ☐ organised your housing and paid the necessary deposit (see page 16)?
- ☐ updated your European Health Insurance Card (EU citizens) (see page 24)?
- ☐ read up about insurance issues (see page 24)?
- ☐ checked your courses/programme on our learning platform Learn (see page 12)?
- ☐ created a user account and registered for your courses/programme? You can register for your courses two weeks ahead of the course start (see www.du.se/registration and page 11).
- ☐ booked our pick-up service for when you arrive (see www.du.se/pickup and page 15)?

TIPS

- Don't forget any medication you might need during your stay.
- Check your passport is valid for the duration of your stay.
- Inform your bank about your stay in Sweden to help avoid any banking issues.
- Pack a nice outfit for formal occasions.
- Check to see if you need an adapter for your electrical appliances.
- Bring your driving licence if you plan to drive here.





One University – Two Campuses

Campus Borlänge and Campus Falun are located some 40 minutes by bus from each other. Both campuses aim to provide you with the best study environment that will lead to your optimum study results. Both campuses have a library, computer labs and wifi, cafés (Campus Falun also has a restaurant), kitchen facilities (sinks, fridges, microwaves), meeting rooms, and study rooms. Your field of study will determine which campus you will attend for your classes. With the key card you receive upon arrival, you will be able to enter campus buildings outside the regular opening hours.



CAMPUS BORLÄNGE

Campus Borlänge houses the School of Technology and Business Studies. We educate tomorrow's professionals in Sustainable Technology and Engineering, Economics, Business, Graphic Design, Human Resources, Tourism Development, and Computer Sciences.

Campus Borlänge is located a few minutes' walk from the town centre, from Kupolen (the largest regional indoor shopping centre), from Norra Backa, an outdoor shopping area, which also has an IKEA, and from restaurants.



CAMPUS FALUN

The School of Education, Health and Social Studies and the School of Humanities and Media Studies are both housed at Campus Falun. They offer courses and programmes in the Humanities (including 12 language departments), Media Studies, Social Sciences, Natural Sciences, Health Care, Medicine, Sport and Fitness Sciences, Education, Sociology, Social Work, and Political Sciences.

Campus Falun is located about a 20-minute walk from central Falun. It is close to the Lugnet Nature Reserve and a wide range of sporting facilities including skiing trails and walking trails, outdoor and indoor swimming pools, and indoor and outdoor tennis facilities. There are a number of restaurants around campus, and an ICA Maxi supermarket is within close walking distance.

REGULAR OPENING HOURS

	BORLÄNGE	FALUN
Outside Doors	06.15-20.00 (Mon-Thurs) 06.15-18.00 (Fri)	07.30-17.00 (Mon-Fri)
Reception/Help Desk	08.00-16.00 (Mon-Fri)	08.00-16.00 (Mon-Fri)

We regularly update our calendar on du.se/en with any changes to our regular opening hours (for example, when staff are on training days). You can also visit du.se/academicdates to see the changes to opening hours on public holidays.

Study Information

Semester Start: Introduction Day and Welcome Ceremony

The Introduction Day and the Welcome Ceremony mark the start of your studies at Dalarna University. You will learn more about the University, meet your future classmates, and find out about your new home in Dalarna.

Semester Dates

The autumn semester always begins in late August or early September and ends in mid-January; the spring semester always begins mid-January and ends in early June.

These are the dates for the autumn semester 2019 and spring semester 2020:

- Autumn semester 2019 begins September 2, 2019 and ends January 19, 2020.
- Spring semester 2020 begins January 20, 2020 and ends June 7, 2020.

For other semester dates, see www.du.se/academicdates.

AUTUMN SEMESTER 2019

Introduction Day for New International Students: August 30

Welcome Ceremony for all Programme and Exchange Students: September 2

Introduction Day for English for Academic Purposes Students: September 12

SPRING SEMESTER 2020

Introduction Day for New International Students: January 17

Welcome Ceremony for All Programme and Exchange Students: January 20

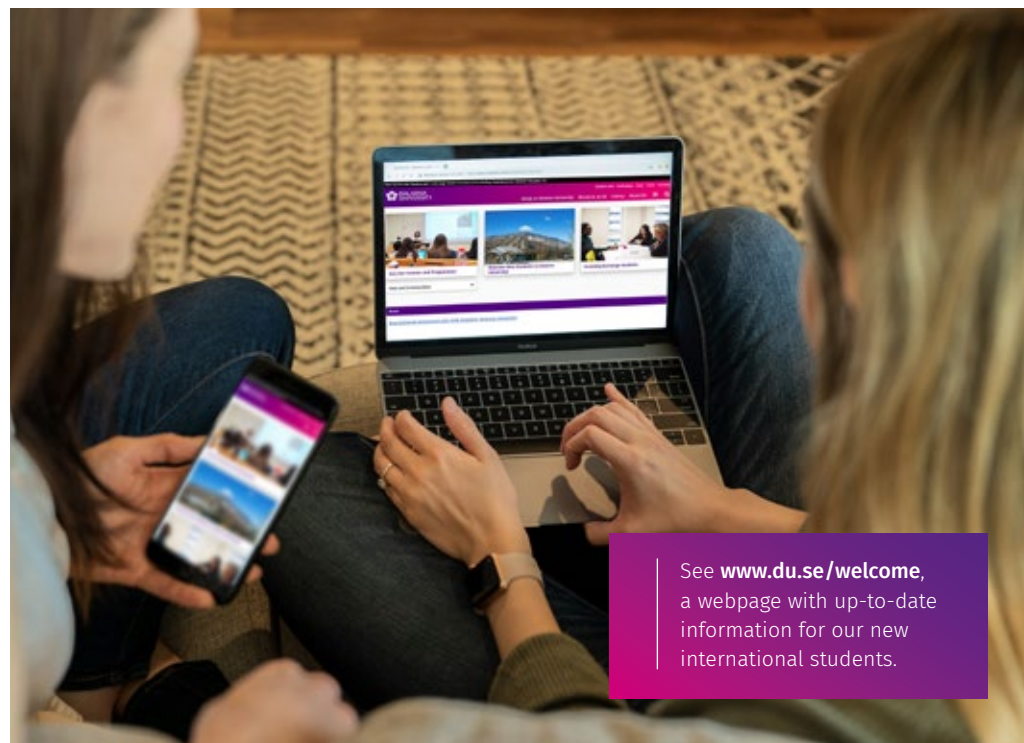
Introduction Day for English for Academic Purposes Students: see www.du.se/eap

The Swedish word *termin* means semester (or term) in English.

Hösttermin (ht19) = autumn semester 2019

Vårtermin (vt20) = spring semester 2020

The Swedish word *semester* means holiday in English.



See www.du.se/welcome, a webpage with up-to-date information for our new international students.

Course Registration

You need to register online for each course, and this you can do two weeks before the start of the specific course. First, though, you need to get an activation key and create a Dalarna University user account by following these steps:

1. You order an activation key by emailing support@du.se and including the sentence "I am a new international student and would like a key (nyckel)." Include your name and date of birth. You will receive an email with the activation key.
2. You then create a user account (your electronic identity) on: activate.du.se.
3. You can now register for your courses on Student Ladok.

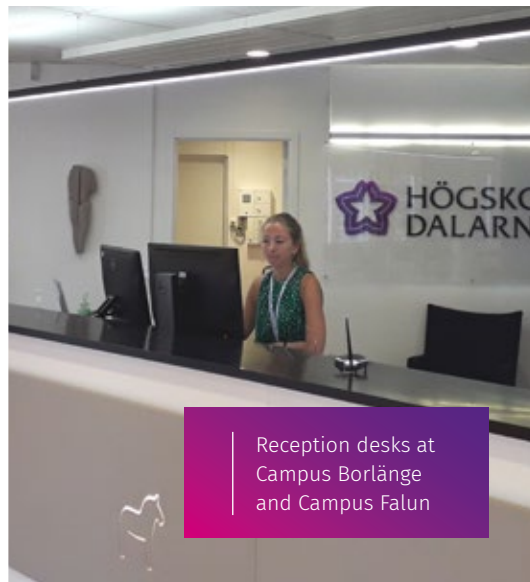
For more details about registration, see www.du.se/registration.

Student Ladok

This is a student administration system used by Swedish universities and university colleges to manage student data. On Student Ladok, you register for your courses, apply to receive your Transcript of Records, see your study results, etc. The link to Student Ladok is student.ladok.se.

My Pages

You can access My Pages by first clicking on "Student web" at the top right of our www.du.se/en homepage. On My Pages, you can, for example, register for your examinations, update your Dalarna University account, and find links to such resources as Student Ladok.



Reception desks at
Campus Borlänge
and Campus Falun

Support Services

We want to help make your study experience a positive one and therefore offer a number of services:

- Help Desks, Support Services and Reception Desks (with technical questions and general questions): you can visit us at the reception areas at both campuses or email support@du.se.
- Student Counselling Services for personal and study issues; Office for Students with Disabilities; Language Services for help with written English and Swedish; and Repro (printing): see www.du.se/student-services.
- The library also has a number of services, such as e-books, academic writing information, talking books, and study rooms: see www.du.se/library.

If in doubt about who to contact, visit the university reception desks or email support@du.se.

Learn – Learning Platform

Learn is our web-based learning platform that we use for administrative and teaching purposes in all our courses and programmes. Each course has its own course room on Learn where you can find recorded lectures, the name(s) of teacher(s), lecture notes, the literature list, schedules (timetables), the syllabus, articles, students' names, etc. You submit your work and receive it back with grades here too.

See www.du.se/en/learn for an introduction film and manuals.

Education System

When you study full-time in Sweden, you will take courses each semester that equal 30 credits – i.e., 4 x 7.5 credit courses.

Swedish universities use a credit system as follows:

- 1 Swedish credit = 1 ECTS credit
- 1.5 Swedish credits = one week's full-time studies (approx. 40 study hours).
- 1 academic year = two semesters (5 months each) or 60 credits
- Most courses are 7.5 credits

Courses can be taught consecutively – that is to say, one after another – while some are taught concurrently – that is to say, two or more at a time. Your overall expected workload, which includes classtime, private study, and assessment, will be about 40 hours per week for full-time studies.

Final examinations are held after each course and not only at the end of the semester.

Teaching Formats

Here is a short list of a number of teaching formats that we use:

LABS:

lab exercises in small groups that provide you with practice and hands-on experience in what is being taught in class.

LECTURES:

for large and small groups in our lecture halls that are equipped so that lectures can be streamed live to our online students. Lectures are also often recorded so that you can replay them at your convenience.

ONLINE EDUCATION:

Dalarna University has invested greatly in online education and can offer students a complete online learning environment: see Learn – Learning Platform.

SEMINARS:

for smaller groups so as to encourage and allow for quality interaction between students and teachers. These can take place online or in classrooms.

THESIS SUPERVISION:

regular individual meetings between you and your teacher to discuss the progress of your

thesis work. If you are registered in a course, you have the right to teaching and/or supervision during the time stated for the course. After that time, your right to teaching and/or supervision ends.

Plagiarism

Plagiarism is a serious academic offence. In simple terms, it is cheating. It is when you use somebody's work and make it appear as though that work is your own. For example, you copy sentences from somebody's book or from a website, include them in your own text, and do not write where they came from or who really wrote them. It can also be when you translate the words of others and present those words as your own by failing to provide a reference. A further example is if you copy from or use a classmate's essay and present the copied text as your own: even if the other student has said you can do this, it is still not permitted and is still considered plagiarism.

To detect plagiarism, teachers use advanced software. If you are found to have cheated, then your teacher will report you to our Disciplinary Board. Unfortunately, we see cases of plagiarism every semester: the result is suspension, meaning that the student cannot attend class anymore, cannot submit work, and cannot take examinations. Ultimately, then, the student fails the course. If the student received a scholarship, then he/she may lose that scholarship.

Talk to your teacher if you are in any doubt about this important subject.

Travel To and Within Dalarna

The location of Dalarna makes for easy travel, with several trains leaving daily from Falun/Borlänge directly to Stockholm/Arlanda Airport and vice versa.

Arrival at Arlanda Airport

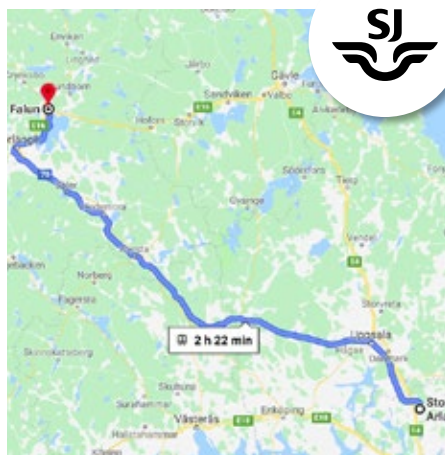
Most of our international students arrive at Arlanda Airport and then take a train to Dalarna.

After landing, look for Sky City, a central zone between Terminals 4 and 5 with shops and restaurants. There you will find SJ railway ticket machines; however, it's best to book ahead online on www.sj.se, as it is cheaper and you will get a seat guarantee. We recommend that you buy the more expensive ticket that you can change last minute just in case your flight is delayed or you have baggage issues: look for "Rebookable" when you purchase online (*ombokningsbar* in Swedish).

A lift/escalator from Sky City takes you to the underground railway platform. From there, the train takes 2 hours to Borlänge and 2 hours 20 minutes to Falun. On board, there are always

toilets, most often food and drink services, and usually free wifi.

For long-distance buses: see www.masexpressen.se and www.flixbus.se.



Arrival in Dalarna

PICK-UP SERVICE

At the start of the semester, we offer international students free pick-up from the Borlänge and Falun train stations (*resecentrum*) and take you to the housing you have organised in advance. Book the pick-up service online at www.du.se/pickup.

TAXIS

If you don't or can't make use of the pick-up service, you may need to take a taxi:

Borlänge: Borlänge Taxi Service 0243-131 00
TaxiKurir Borlänge 0243-170 70

Falun: Koppartaxi 023-630 00
TaxiKurir Falun 023-153 00

Travel in Dalarna

Borlänge has one station for both buses and trains: it is called *Resecentrum* and is located in central Borlänge. Falun, on the other hand, has separate train and bus stations: the train station is called *Resecentrum* and the bus station is called *Knutpunkten*. Note, however, that some buses run from Falun's *Resecentrum*.

BUSES – REGIONAL BUS COMPANY DALATRAFIK

Dalatrafik runs frequent buses between Borlänge and Falun and to other towns in Dalarna. To travel from campus to Falun (a 45-minute trip), you can take bus 153 from Höskolan Svärdsjögatan in Falun to Studieplan in Borlänge.

For occasional trips, buy a *resekort* that you put credit on: it remains valid indefinitely. You can buy a *resekort* and tickets on the bus; however, you cannot pay with cash for travel between Borlänge and Falun due to the high number of passengers. You can also choose to download the Dalatrafik app. See



www.dalatrafik.se. If you have the Mecenat card or app, you can receive a discount: see Mecenat Card on page 25.

TRAINS – SJ (STATENS JÄRNVÄGAR)

Trains also run between Borlänge and Falun, but if campus is your destination, then the bus is both easier and cheaper. Trains are great for more long-distance travel, taking you throughout Dalarna and Sweden. One thing to note is that you cannot buy train tickets on board but must buy them online in advance: see www.sj.se or download the SJ app.

The train company Tåg i Bergslagen offers a summer pass (*sommarkortet*) for travel in five provinces: see <https://sommarkortet.tagibergslagen.se/>.

CARS

You could always hire a car as a transport alternative. Sometimes students group together to hire a car so that they can visit less-accessible places: just google the usual Hertz, Avis, etc. to check availability.

If you plan to drive, remember to bring your driving licence that shows your photograph. If your licence is not in English, German, or French, you may need to get a certified translation.

See www.transportstyrelsen.se/en/road/Driving-licences (Swedish Transport Agency).

BICYCLES (SECOND-HAND)

Smart Fart happens to be the name of the Falun business that refits old bicycles to resell at affordable prices. (Just to be clear, *Smart Fart* translates loosely into the English "smart speed".) *Smart Fart* aims to reduce the number of cars on the road and wants everybody to be able to own their own bicycle. See www.kopparstaden.se/smart-fart.

You can also search for bikes on www.blocket.se, a website that lists a great deal of second-hand items. Be sure to choose the province Dalarna in the filter function.

Housing/Accommodation

It is important that you organise your accommodation before you depart for Sweden as the University is limited in how it can assist you and cannot guarantee you find housing. Saying that, we do work closely with local companies and coordinators to make your search easier.

The housing companies we collaborate with both have websites with information specifically for students:

- Tunabyggen (Borlänge)
www.tunabyggen.se/boinfo/student
- Kopparstaden (Falun)
www.student.kopparstaden.se/en/sok-ledigt

FIND ACCOMMODATION: FIRST STEPS

- First register online with Tunabyggen or Kopparstaden so that you are placed in their housing queue.
- After this, you can apply for specific housing (you will need to submit your admission document from www.universityadmissions.se as part of your housing application).
- Registration in their queue does not mean guaranteed housing; it means you are in the queue and off to a good start.

Another website – www.studentdalarna.se
– lists private housing alternatives alongside

what Tunabyggen and Kopparstaden can offer. The housing coordinators we work with are located in Borlänge and Falun, and can help you find alternative housing; you can email them at contact@studentdalarna.se.

MONTHLY RENT

Now to the cost of housing! The following are examples only, just to give you an idea. What you end up paying may vary:

- Tunabyggen in Borlänge: a furnished room with shared bathroom = 2100 SEK; a furnished room with private bathroom = 3 089 SEK
- Kopparstaden in Falun (all student rooms have their own bathroom): in the “Britsen” building – a furnished room 3 726 SEK; an unfurnished room 3 466 SEK
- A room in somebody’s house: 3 000 to 4 000 SEK
- Your own apartment: 4 500 to 6 000 SEK
- Towns and villages outside Falun/Borlänge: slightly cheaper perhaps, but keep in mind the cost and time of travel



FURNITURE

Tunabyggen student rooms are usually furnished (their descriptions will tell you). Kopparstaden, meanwhile, works with a company from which you can rent furniture. If you need to buy furniture, then great, affordable (and good for the planet!) places to go to are second-hand shops: see Second-Hand Shops on page 26.

LAUNDRY FACILITIES

Tvättstuga is a word you’ll soon recognise as it means “laundry facilities” (“wash cottage” is the literal translation). All student housing and apartment buildings have laundry facilities, normally in their basement. As a tenant, you book time on the washing schedule, and it is common for the cost of laundry to be included in your rent. In a private household, you’ll likely just agree on a time when you can do your washing.

COST OF LIVING

The following is an average monthly budget for a Dalarna student – but of course any such budget depends on a number of lifestyle factors:

Food: 2 000 SEK

Housing: 3 500 SEK

Local Travel: 398 SEK (monthly bus card for unlimited bus travel within one town)

Phone/Internet: 300 SEK

Hobby/Leisure (Miscellaneous): 1 450 SEK

TOTAL: 7 648 SEK

Based on www.studyinsweden.se/life-in-sweden/cost-of-living.

If you live in Falun and study at Campus Falun or live in Borlänge and study at Campus Borlänge, then generally speaking you can walk from home to campus, meaning you can subtract the “Local Travel: 398 SEK” above.

Money Matters

If you are studying for longer than 12 months, you can apply to receive a *personnummer*. Once you have this, you can open an account at any bank.

Without a *personnummer*, things become a bit trickier, as some banks may not let you open an account. What can make it easier is if you have a *samordningsnummer*: Dalarna University can help you get one of these. For more information on *samordningsnummer*, see page 25.

Our previous students who did not have a *personnummer* opened accounts with Handelsbanken or Danske Banken. Handelsbanken has offices in Borlänge and Falun, while Danske Banken has an online bank account form (www.danskebank.se/privat/bli-kund/forms/blikund/blikunden) that applicants who do not have a Swedish *personnummer* can complete and submit.

TAKE THE FOLLOWING WITH YOU WHEN YOU GO TO OPEN A BANK ACCOUNT:

- University documentation showing admission and period of study
- Residence permit (if applicable)
- Valid ID (passport)

- Address information
- Swedish ID card (if you have a *personnummer*)

When you leave Sweden, remember to close your bank account; if you don't, you may incur fees.

CURRENCY

Sweden uses *öre* and *krona* (singular)/*kronor* (plural), which can be written SEK, sek, or kr: for example, 200 SEK, 200 sek, 200 kr. Every *krona* is worth 100 *öre*.

CASH

Sweden is well on its way to becoming a cashless society, with about 80 percent of transactions being electronic. Many businesses no longer accept cash, so don't be surprised to see the sign *kontantfria*, which tells you this is the case. Always have a credit card on you.

EXCHANGE

At Kupolen, the indoor shopping centre in Borlänge, there is a Forex bank for currency

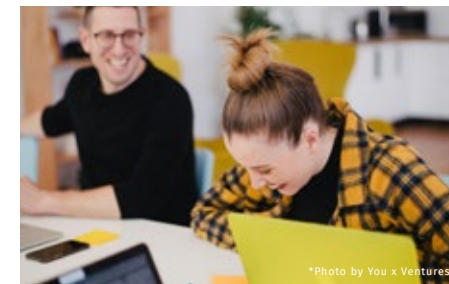
exchange and other financial services, and you can find ChangeGroup in Falun Galleria in Falun. They will charge a fee for transactions, so be sure to enquire how much an exchange will cost you.

CASH DISPENSERS (ATM)

Called *bankomat*, you will find these in downtown areas and, for example, shopping centres: to withdraw money from an ATM, you can use your Visa Card or Mastercard. Be aware that there may be a withdrawal fee.

SWISH

Swish is a standard form of payment in Sweden: you'll see the sign for "Swish" at many businesses. It is an app for sending direct and immediate payment to a person or business using their telephone number. But not even every Swedish resident has swish, so businesses will invariably accept cash or a credit card as well.



Some Social and Everyday Considerations in Sweden

- Punctuality is important: avoid being late to avoid any problems.
- Lunch is usually eaten between noon and 13.00.
- Always remove your shoes when you enter somebody's house: it's disrespectful not to.
- Smoking is not allowed inside a building; nor is it allowed at outdoor restaurants or within 15 metres of an entrance way to a public building (the same rules apply for e-cigarettes).
- Swedes schedule their activities by week numbers – week one, week two, etc. – throughout the year rather than by dates.
- In, for example, banks and pharmacies, you will often see a ticket machine as you enter. Be sure to take a ticket as the number on it indicates your number in the queue.
- Cyclists aren't being rude when they ring their bells to let you know they want to pass: they just don't want to cycle into you!
- And on that subject, don't walk on cycle paths: be sure to keep to the ones for pedestrians.

The Fun Free-Time Stuff

We have a webpage specifically about events and activities that may inspire you to take a trip to a lake for a picnic or to attend a music festival or an autumn market in a neighbouring town. That webpage is www.du.se/activities.

There won't be time for you to do everything, but a good start is to check out Public Holidays and try to go to the various events organised to celebrate some of them in local communities – more often than not they are free of charge.

STUDENT UNION (STUDENTKÅR)

The Introduction Day and Welcome Ceremony are followed by a range of activities put on by the Student Union. It's worth getting involved with the Student Union as it provides an easy way for you to meet other students and to sign up for activities and clubs. For a small fee, you can become a member and receive a Mecenat card, which will give you discounts on a number of products and services: see Mecenat Card on page 25.

The Student Union also has another important role, and that is to work to ensure the high quality of courses and programmes, and to advocate for students at meetings with university management: see www.dalastudent.se/international-student.

PUBLIC HOLIDAYS

It is good to know about Sweden's public holidays, as often they involve some kind of celebration that you really should experience

while you are here. What is more, they will almost always mean a change to university opening hours and telephone hours. Information about such changes can be found on our homepage www.du.se/en.

2019

November 2: All Saint's Day (Alla helgons dag)

December 24: Christmas Eve (Julafton)

December 25: Christmas Day (Juldagen)

December 26: Boxing Day (Annandagen)

December 31: New Year's Eve (Nyårsafton)

2020

January 1: New Year's Day (Nyårsdagen)

January 6: Epiphany (Trettondagen)

April 10: Good Friday (Långfredagen)

April 12: Easter Sunday (Påskdagen)

April 13: Easter Monday (Annandag påsk)

April 30: Walpurgis Night (Valborgsmässoafton)

May 1: First of May (Första maj)

May 21: Ascension Day (Kristihimmelfärdsdagen)

June 6: Swedish National Day (Nationaldagen)

June 19: Midsummer Eve (Midsommarafton)

June 20: Midsummer Day (Midsommardagen)



For upcoming events in the region, see www.visitdalarna.se.

Photo by Paul Gilmore



Photo by Per Bifrost

Midsummer in Dalarna



Luciadagen marks the oncoming winter months and is celebrated with song and candlelight

IMPORTANT DATES

The following days may not be public holidays, but they are still firm fixtures in the traditional Swedish calendar:

March 25: Våffeldagen

7 weeks before Easter: Fettisdagen (Semlor Day)

In August: Kräftskiva

October 4: Kanelbullens dag

December 10: Nobeldagen

December 13: Luciadagen

dag/dagen = day

våffel = waffle

kanelbulle = cinnamon bun

kräftskiva = crayfish party

semmlor = cream and almond-paste filled buns

Nobel = when the Nobel Prize is awarded

Alphabetical List

Alcohol

You must be over 20 to buy alcohol in the only shop that is authorised to sell it, namely Systembolaget. Low-alcohol drinks – 3.5 % and less – are available in other shops. You may be asked to prove your age, so take ID with you, such as your passport. Of course, alcohol can be bought at restaurants and pubs, as well as at licensed events – just don't be too shocked at the prices that can be high because alcohol in, for example, restaurants is taxed at 25 percent. Another thing: don't drink alcohol in public places, except on licensed premises, as this is against the law and can result in a fine.

Allemansrätt

Meaning “right of public access”, *Allemansrätt* is well-established and respected in Sweden, and grants you the right to use public/private land and waterways for activities like hiking or swimming as long as you do so in a respectful manner. There are some obvious limitations, such as do not walk on somebody's garden or swim in the lake close to somebody's house. See www.sweden.se.

Books (Course Literature)

Teachers provide information about course literature in the course's specific online Learn room (see Learn – Learning Platform on page 12). Look for the Course Information tab in the left-hand menu when you have entered the Learn course room as that is where you will find information about books.

We often direct our students to Adlibris, Bokus, and Amazon when it comes to the purchase of course literature. You can also check the various information boards around campus that students use to advertise their old course books. Students can also advertise their old course books on Marketplace, which is found on My Pages. See page 11.

Cinemas (Bio) – BioPalatset in Borlänge and Filmstaden in Falun

Both BioPalatset and Filmstaden are located downtown. You can see what's playing by visiting www.filmstaden.se or by downloading their app. Choose your town, and there you can book a seat. The price per ticket is about 120 SEK.

BioPalatset, Borlänge – Borganäsvägen 48
Filmstaden, Falun – Östra Hamngatan 16–18

Clothing

If you're from a warm climate, then our autumn may well feel like your winter and our summer like your autumn. What we're trying to say is that you might find it a bit cold here, and you'll need to consider your clothing accordingly: coat, umbrella, and waterproof footwear for autumn; thick coat, warm boots, scarf, and hat for winter. And don't forget a nice outfit for the special events you may attend while you're here!

A great, affordable, and sustainable way to add to your wardrobe while in Sweden is to buy at second-hand shops: see Second-Hand Shops in this list.

Computers, Internet, and Wifi

There are student computer labs (*datorsal*) on both campuses that you access with your keycard (see Keycard in this list). Eduroam is the wifi service available on both campuses (as well as in many public places, such as train stations and all other Swedish universities). To access Eduroam, you will need your university username and password. You will also need to install a certificate on your computer, phone, Ipad, etc. See www.du.se/campus-internet. For assistance with this, you can visit the Help Desk (one at each campus) or email support@du.se.

Be sure to bring your passport with you as ID is necessary to verify your account. Wifi is also available on buses between Borlänge and Falun, as well as in most cafés and shopping malls, etc. Most often, internet connection is included in your rent for student housing, but this you will need to confirm with the accommodation owner or manager.

Contact Information

See back cover.

Dentists

Dental services are provided by Folktandvård: you can find your closest dental clinic on www.folktandvarden.se. Where it says “Hitta din klinik” (Find Your Clinic), type in either Borlänge or Falun. You can pay for treatment with your credit card or bank card. Ask for a price before treatment, just so you know what to expect.

Drugs

There is no tolerance for drugs – use or possession – and that includes marijuana and cannabis. Penalties are severe: anyone found guilty of either using or possessing drugs may receive a fine or even a prison sentence.

Electricity

Electrical outlets in Sweden use the “schuko” standard and adapters can be bought at local companies in Dalarna if necessary.

Emergency and Non-Emergency Numbers

There is one direct number for all emergency services – ambulance, police, fire department – and it is 112. If you need to call it from a public phone, there is no cost.

In non-emergency situations, such as a stolen bike or lost wallet, call the police on 114 14.

In non-emergency illness situations or for health advice, call 1177 to speak to a health specialist.

Examinations

Most courses include at least one written examination, and you need to register for these on My Pages that you can link to from the top right of www.du.se/en. Log onto My Pages; click on My Studies and then Register To Sit an Examination. Do this at the latest ten working days before the examination date. You will then receive confirmation to your university email account that you have registered.

Most courses also include a variety of examination forms, such as presentations and group work. The information about what applies in your course can be found in the specific course syllabus.

Food (Mat)

If you're looking to taste something that is typically Swedish, then here are some ideas: *inlagd sill* (pickled fish), *knäckebröd* (crispbread), *köttbullar* (meatballs), *ärtsoppa* (pea soup), *pytt i panna* (small bits of fried potato and meat, often served with a fried egg), *ostkaka* (a sort of cheese-cake), and *prinsessstårta* (a sponge cake with cream and a thick marzipan overlay).

On the drinks front, Swedes often serve *påskmust* at Easter and *julmust* at Christmas: they are the same dark, malty soft drink that sells in millions of litres when it arrives in shops.

On weekdays at lunchtime, you'll see signs for *Dagens lunch*: this translates loosely as Dish of the Day and is often the best-priced alternative on the menu. There is often a meat option, a fish option, and a vegetarian option. Usually, a salad bar, bread, non-alcoholic drink, and coffee are included in the price of around 100 SEK. A vegan option may also be available.

Health Centres (Vårdcentral)

When you need to see a doctor, you first call a *vårdcentral* to book an appointment. There are a number of *vårdcentral* in Borlänge and Falun, and you can find the one closest to you on www.du.se/medical. You will often be able to choose an English message system alternative

when you call, but if you cannot, call 1177 *Vårdguiden* (Health Guide): there you can receive advice from a healthcare professional. In the case of an emergency, you will need to go to the emergency ward (*Akuten*) at the hospital.

Hospitals (*Sjukhus*)

The regional hospital, Falu lasarett, is located in Falun, not far from Campus Falun. The Borlänge hospital, meanwhile, is located just outside town on Bergebyvägen 5, which you can get to on the number 2 bus from Borlänge town centre (about a 10-minute trip).

Insurance

PERSONAL INJURY INSURANCE

As a registered student at Dalarna University, you have free Personal Injury Insurance coverage during your study time, and even during your commute to and from campus. This is provided by Kammarkollegiet.

HEALTH INSURANCE

Our international students have certain health insurance coverage for during their studies. See www.du.se/insurance for more detailed information.

EUROPEAN HEALTH INSURANCE CARDHOLDERS

If you are from an EU country, apply for a European Health Insurance Card in your country before you depart for Sweden as you will need to present this when seeking medical care in Sweden.

Internet

See Computers, Internet, and Wifi in this list.

Keycards

To access and use university facilities, you need a keycard, and this you get from the Help Desk (at both campuses) after you have registered. The card will show your photo, which is taken by Help Desk staff. You need the card to enter university buildings after regular hours, as well as for printing and library services. Although

the university keycard shows your photo, you cannot use it as ID outside the University.

Laundry Facilities

See Housing/Accommodation on page 17.

Learning Agreements

This is a document for Erasmus exchange students coming to Dalarna University. First you – an Erasmus student – need to submit it to support@du.se, after which Dalarna University will email you a signed copy. You can also have your learning agreement and confirmation of arrival (as well as forms from your home university) signed at the reception desk, both campuses, after your arrival.

Libraries (*Bibliotek*)

Dalarna University has two well-equipped libraries where you can work, meet fellow students, and borrow study materials, as well as read newspapers and magazines: each library also has a small café either in it or right beside it. To access services, be sure to have with you your university keycard. On www.du.se/library, you can find information about our opening hours and services, as well as a calendar listing scheduled events and lectures that you are welcome to attend.

The towns of Borlänge and Falun have their own public libraries where you can find CDs, DVDs, and, of course, books and newspapers. Look out for events and activities that they are hosting advertised on their notice boards and websites. They are also well supplied with books and media for learning Swedish if that is something you are interested in doing. They may well offer language cafés for informal conversation in Swedish as well: be sure to ask!

www.bibliotek.borlange.se
www.bibliotek.falun.se

Mecenat Card

This is the discount card for students and also an official ID showing that you have student status. Become a member of the Student Union and they can apply for one for you. Saying that, you don't have to become a Student Union member as you can always simply apply for your own card: it costs 200 SEK per semester and 300 SEK for a whole year, and can be used for discounts on, for example, buses and trains, and in shops. See www.mecenat.com/se.

My Pages

See page 11.

Newspapers

Dalarna's local newspapers are printed by Dalarnas Tidningar (DT). The largest national newspapers are Dagens Nyheter and Svenska Dagbladet. Aftonbladet and Expressen are the two evening papers. If, though, you do not yet know enough Swedish to read those, then you can always read news about Sweden in English on www.thelocal.se, and in simple Swedish on www.8sidor.se.

Personnummer (Personal Identity Number)

If you're going to be a student for longer than 12 months, then you can register in the Swedish Population Register at the Tax Agency (*Skatteverket*) and receive a *personnummer*. Having this number facilitates life in Sweden simply because you need it in so many everyday contexts: for example, even a shop discount card can require a *personnummer*. See also *Samordningsnummer*.

Pharmacies (*Apotek*)

An *apotek* is where you pick up prescriptions and other health-related products. Staff there can also provide basic medical advice (note that the University does not have its own medical staff). Apotek opening hours are generally 10.00 to 18.00, although the ICA Maxi apotek in Borlänge is open 07.00 to 22.00, and the

hospital apotek in Falun (Falu lasarett) is open 08.00 to 20.00 weekdays and 09.00 to 19.00 at the weekend. See www.du.se/medical.

Plagiarism

See page 13.

Police (*Polisen*)

See Emergency and Non-Emergency Numbers. In non-emergencies (such as theft), call 114 14.

Postal Services

You can buy stamps, and send parcels and letters from supermarkets and petrol stations that have a postal service outlet. You'll see yellow postboxes throughout town for the sending of regular letters. These also show the time of collection.

Public Holidays

See page 20.

Residence Permits

If you are not a citizen of an EU/EEA/Nordic country, then you will need a residence permit to study in Sweden. You submit your application for a residence permit online to the Swedish Migration Agency (*Migrationsverket*), which evaluates your residence permit application in collaboration with the nearest Swedish embassy or consulate. You must be admitted to full-time studies and have paid your tuition fee for your first semester (if applicable) before you can apply for a residence permit. See www.migrationsverket.se for detailed information on this subject.

Samordningsnummer (Coordination Number)

To be clear, a *samordningsnummer* does not serve the same function as a *personnummer*, and it has limited functions and benefits. It is used by public agencies and organisations to identify you, even though you are not registered in Sweden.

If your study period in Sweden is less than 12 months, you can get a *samordningsnummer*. The

receptions at each campus can help you in your application for a *samordningsnummer* because an organisation must apply for one for you: you cannot do so on your own. See also *Personnummer*.

Second-Hand Shops

There are a number of great local second-hand shops that sell furniture, clothes, footwear, household items, toys – the list is in fact almost endless. Some even have small cafés with well-priced drinks and simple food.

In Borlänge you can find the following second-hand shops: Ta Till Vara, Emmaus, Myrorna, Eriks Hjälpn, and Röda Korset (Red Cross); in Falun, you have PMU Second Hand Ingarvet, Ta Till Vara, and Röda Korset.

Shopping

Popular among our money-smart students are the grocery chains Lidl and Willy's. ICA, Coop, and Hemköp are three alternatives. As for clothes, Kupolen, the largest regional indoor shopping centre, is close to Campus Borlänge. And don't forget all the second-hand shops!

REGULAR OPENING HOURS

- Shops (not supermarkets) – 10.00 to 18.00 weekdays; 10.00 to 16.00 Saturdays; noon to 16.00 Sundays
- Kupolen Shopping Centre in Borlänge – 10.00 to 20.00 weekdays; 10.00 to 18.00 Saturdays; 10.00 to 18.00 Sundays
- Supermarkets (for example, ICA Maxi, Stora COOP, City Gross) can be open from 07.00 to 23.00
- IKEA Borlänge – 10.00 to 20.00 weekdays; 10.00 to 18.00 Saturdays; 10.00 to 18.00 Sundays

Smoking

You cannot smoke inside any public building, nor inside your student apartment. There are also rules for when you are outside: for instance, you cannot smoke within 15 metres of a building entrance nor at a restaurant that has outdoor seating, and this applies even in the case of e-cigarettes.

Sport Facilities

If you're the sporty type, then there are many options open to you.

Let's start with the two main gyms, Actic and Friskis&Svettis. These have student prices, and both have facilities in Borlänge and Falun.

In Borlänge, you have Maserhallen and Aqua Nova for swimming (*simhall*). In the winter, hit the slopes at the downhill skiing centre Romme Alpin. There are also running trails (*motionsspår*) in a number of areas, which become cross-country skiing trails in the winter. As well, there are badminton halls, curling halls, football pitches, tennis courts – the list is long. See www.borlange.se/uppleva-och-gora.

In Falun, there is the Lugnet sporting facilities, with swimming pools (*simhall* – indoors and outdoors), gym (Actic), and halls for indoor games such as badminton and floor hockey. In the winter, you can access cross-country skiing trails; in the summer, these are walking trails through the Lugnet Nature Reserve. A tennis hall close to campus offers three indoor courts, with three outside courts in the summer. In the winter, Lake Runn has kilometres of ploughed trails specifically for both cross-country skiing and ice-skating: a truly Scandinavian experience! See www.falun.se/gora--uppleva.html.

Swish

See page 19.

Telephones

Prepaid SIM cards, which can be topped up either online or in select shops such as supermarkets, 7-Eleven, and Pressbyrån, are what most international students use. You can use your phone from your home country with a Swedish sim card.

- Calls from Sweden: 00 plus the country code – e.g., 00 44 to the UK
- Calls to Sweden: +46 plus the local code – e.g., the local code for Borlänge is 0243, so from your country you dial +46 243 (you drop the zero) plus the telephone number

Television

The standard TV channels in Sweden are SVT1, SVT2, and TV4, and rather than being dubbed, any non-Swedish programmes normally have Swedish subtitles (a great way for you to learn the language!).

Time Zone

Sweden has one time zone only and observes Central European Time (CET). It observes Daylight Saving Time (DST), which means setting the clocks one hour forward in spring and resetting them one hour back in autumn.

The main thought with DST is to make better use of daylight.

Tourism Information

Dalarna is a hugely popular area in Sweden when it comes to tourism. On Visit Dalarna's website (www.visitdalarna.se/en), you can find a host of activities listed. A calendar of events is also provided, showing week-to-week ideas that cater to a range of interests throughout the year – for example, markets, sports car meetings, cruises on Lake Runn, horse-riding, carboot sales, outdoor yoga, skiing events – and the list goes on.

Travel and Transport

See page 14.

Water

Tap water is clean, and ready and safe to drink! Consider filling a reusable bottle: cheaper than buying bottles of water and definitely better for the planet!

Weather

Winter days in Sweden are short and some people find them depressingly dark. In this small part of Sweden, Dalarna, the sun doesn't rise until after 09.00 on the longest winter days, and it can be dark as early as 15.00. However, come the summer, it can be light until well past 22.00, with the sun rising at 03.00.

While the average winter temperature (Dec –

Feb) is -7 C and the average summer temperature is +20 C, there can be extremes: +30 C can happen in the summer as can -30 C in the winter (even colder in the mountainous areas of the province).

Wifi

See Computers, Internet, and Wifi in this list.

Work in Sweden

Many of our international students want to find work in Sweden as a way to finance their studies. You need to be aware, though, that only a handful of our students are ever able to find jobs that do not require knowledge of Swedish.

You need also to be aware that you must be able to keep up with your studies if you do get a job: the Swedish Migration Agency (*Migrationsverket*) requires proof that you are passing your courses, and if you fail to do so, you may not be allowed to remain in Sweden.

For examples of available jobs:

- www.academicwork.se/jobsbokande/international-applicants
- www.studentconsulting.com/en
- www.studentjob.se (Swedish webpage)
- www.platsbanken.se

A FINAL THOUGHT

We really hope that you found this information helpful and that it answered at least some of your questions. You would be doing us – and future students – a great favour if you could let us know how it can be improved. Please email us at studentguide@du.se with your thoughts.

Have a great time here in Sweden and especially here at Dalarna University!

Contact Information

Dalarna University: www.du.se/en
Dalarna University Student Union: www.dalastudent.se

UNIVERSITY SUPPORT SERVICES

With all questions – support@du.se and 023-77 88 88

EMERGENCY SERVICES

Police, ambulance, fire: **112** (24 hours)

Non-Emergency Services

Police: **114 14** (24 hours)

USEFUL LINKS

Housing:

www.kopparstaden.se (Falun)
www.tunabyggen.se (Borlänge)
www.studentdalarna.se (both towns)

Swedish Migration Agency:

www.migrationsverket.se

Swedish Tax Agency:

www.skatteverket.se

Swedish Railway (national trains):

www.sj.se

Dalatrafik (local buses):

www.dalatrafik.se

Borlänge Municipality:

www.borlange.se

Falun Municipality:

www.falun.se

General Information about Sweden:

www.sweden.se

General Study Information:

www.studyinsweden.se

Visit Dalarna (tourist information):

www.visitdalarna.se

TELEPHONE: +46 (0)23-77 80 00 | DU.SE



[FACEBOOK.COM/DALARNAUNIVERSITY](https://facebook.com/dalarnauniversity)



[INSTAGRAM.COM/HOGSKOLANDALARNA](https://instagram.com/hogskolandalarna)



[YOUTUBE.COM/DALARNAUNIVERSITY](https://youtube.com/dalarnauniversity)
