



# KARLSTAD UNIVERSITY

## CONTACTS INTERNATIONAL OFFICE

### International coordinators

*Ms. Eva-Lena Andersson*  
*Ms. Nina Kusche*  
*Ms. Candida MacKenzie*  
*Ms. Maria Nilsson*  
*Ms. Malin Svensson*  
*Mr. Christian Tyrfelt*

E-mail [exchange@kau.se](mailto:exchange@kau.se)  
Phone +46 (0)54 700 10 00

### International relations

*Ms. Carina Eriksson (on leave until 06/22)*

## Admissions Office, Incoming Exchange Students

E-mail [exchange.admissions@kau.se](mailto:exchange.admissions@kau.se)

### Mailing Address

Karlstad University  
International Office  
S-651 88 Karlstad  
SWEDEN

## INFORMATION FOR STUDENTS

<b>Erasmus code</b>	S KARLSTA01
<b>ECHE Project Number</b>	101012327, Granted ECHE 2021-2027
<b>Teaching language(s)</b>	English
<b>Academic Year Structure</b>	2 Semesters (Autumn + Spring semester)
<b>Term/Semester dates</b>	Autumn 2022: 29.08.2022 until 15.01.2023 Spring 2023: 16.01.2023 until 04.06.2023

*The Introduction Week usually starts one week before the official start of the semester.*

**Website** [www.kau.se/in](http://www.kau.se/in)  
**Courses** [www.kau.se/en/exchangecourses](http://www.kau.se/en/exchangecourses)  
**Social media** [facebook.com/karlstaduniversity](https://facebook.com/karlstaduniversity)

Instagram: [@karlstadsuniversitet](https://instagram.com/karlstadsuniversitet)

## Information specific to exchange students

Students have to be nominated by their universities before the deadlines listed below:

<b>Nomination deadline</b>	Spring semester (January-June): <b>1 October</b> Autumn semester (August-January): <b>1 April</b> Master programs: <b>15 February</b> (Academic year starts in August)
<b>Application deadline</b>	Spring semester (January-June): <b>15 October</b> Autumn semester (August-January): <b>15 April</b> Master programs: <b>1 March</b>
<b>Application formalities</b>	Once the student has been nominated and the nomination is confirmed by the International Office at Karlstad University, an e-mail is sent to the student with instructions for the application procedure. We only accept online applications.  Within the application the student will apply for courses and upload requested documents. <b><i>Please note: late or incomplete applications are not accepted and we cannot make exceptions regarding the application deadline.</i></b>
<b>Accommodation</b>	Karlstad University currently works with a student housing company called KBAB. They provide living quarters near the university to our exchange students. Once the students are admitted to courses, they will be contacted directly by KBAB to apply for housing. More information regarding accommodation is found at: <a href="http://www.kbab.se/student/foreign-students/exchangestudent">http://www.kbab.se/student/foreign-students/exchangestudent</a>
<b>Learning Agreement</b>	Only for Erasmus+ and ICM students. Can be signed by us <b>after</b> students have received their letter of admission with the courses they are admitted to. Learning Agreements must be complete and signed by home university representative.
<b>Admission fees</b>	No fees for exchange students.
<b>Transcript of Records</b>	When the students have finished their studies at Karlstad University they can request a Transcript of Records. Official documents are not sent by post but instead printed by the students themselves from their personal page on our website. The authenticity of these documents can be checked by following a link on the transcript. If a partner still requires a hard copy these can be ordered from our Welcome Center <a href="mailto:valkomstcenter@kau.se">valkomstcenter@kau.se</a> . All students get information about this before leaving.  Please note that only Swedish grades are given to students. Karlstad University does not convert grades into other grading scales.
<b>Language courses</b>	Courses in Swedish as a foreign language are usually offered. Grades and credits are awarded for these courses as for other courses at the university.