

Information for Open Route Students

Welcome to Open Studies!



STUDENT IN OPEN UAS

Student in Jamk Open University of Applied Sciences

Welcome to Open Studies! On this page, we've gathered important information for you who have started your studies through Open Studies. We're happy that you've chosen Jamk's Open University of Applied Sciences – enjoy your studies!



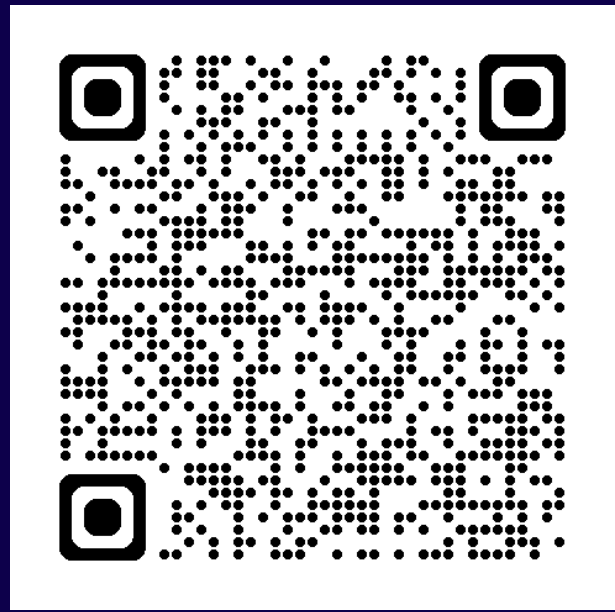
- Moodle🔒
- Microsoft 365🔗
- Poppi🔒
- Jamk Helpdesk🔗

Getting start with your studies

In this section, you will find a variety of resources to help you get started with your studies.

- Study letter and Jamk credentials+
- Campus Information+

Please see the detailed instructions for students:



Open Route Studies

- Studies according to the curriculum: the same objectives, contents, and requirements as for degree students – also familiarize yourself with the Degree Regulations!
- Studying together with degree students.
- You can accredit the studies towards a possible future degree.
- A degree cannot be awarded from Open University of Applied Sciences.



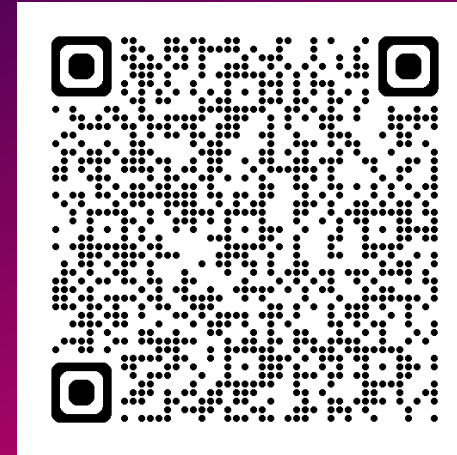
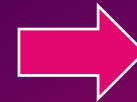
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Practices for Open Route students

- An Open University student has a group ID starting with ZJA, which is also included in the email distribution for Degree Students. This way, you will receive important emails related to your studies.
- The guidance system is the same as for Degree students: teacher tutor, student tutors, teachers, and study counselors are there to support you in your studies.
- The same degree regulations apply to the completion and assessment of the course as for Degree students.
 - You must attend the course introduction. If you have an unavoidable obstacle, contact the teacher in advance.
- As a Open Route student, you cannot apply for accreditation yet, only as a Degree student.
 - Instead of such studies, you can choose other studies suitable for the degree during the route. The teacher tutor will help you with your choices.
- Your study right is usually valid until the end of the semester. Your online credentials are generally valid for the duration of your study right plus two weeks.
 - Your study right is also valid for summer studies.
 - Your study right may be revoked if you have unpaid tuition fees for Jamk's Open University.

Practices for Open Route students

- Download the student certificate available from Peppi's Atomi to your phone. With it, you will receive a meal benefit at Jamk's student restaurants and access to JAMKO's gym.
- In addition to the course feedback in Peppi, we collect feedback on Open University activities semi-annually. Please respond to our feedback survey and help us improve our Open University activities.
- If you need to cancel or withdraw from Open Route Studies, do so in writing through the Open University's website.
 - However, please note the cancellation terms.
 - The education coordinator will examine whether you are entitled to a refund of the tuition fee based on the cancellation terms."



Course enrolment in Peppi

- After registering for Open Route Studies on the Open University website, you will have the right to register for courses in Peppi.
 - Please note that at the beginning of the Open Route Studies, you will register for courses in Peppi during the orientation week under the guidance of the teacher tutor.
- The general registration periods in Peppi are the same as for Degree students.

**Review the schedule
for the academic year**



- In Peppi, you can see the courses included in the Open Route in your personal study plan (HOPS). Enrol for these courses.
 - In addition to Open Route Studies, you can register for other courses but we cannot guarantee a study place for those courses not included in the Route study plan.
- For the second part of the Route Studies (second semester Open Route Studies), you will receive a registration and payment link before the end of the first part of the Route Studies (first semester Open Route Studies)

Benefits and support for Open Route students

- Teaching and guidance at Jamk
- Information systems and software
- Jamk library services
- Group accident insurance
- uMove Jyväskylä higher education sports (chargeable)
- JAMKO green membership, events (chargeable)
- Opportunity to apply for KOAS housing
- School chaplain's reception
- CampusOnline studies = studies from other Universities of Applied Sciences
- Individual study arrangements
- Reduced meal price at Jamk student restaurants (Certificate from Peppi's Atomi)
- Use of JAMKO's gym



Information systems

Moodle

Online learning environment

Zoom

Online meeting system

M365

Email, Calendar, Office- services, Teams, OneDrive

Peppi

- Course listing
- Timetable
- Student certificate
- Transcript of records
- Open Route students' registration

Open University Student instructions

Important information for you!



Tuudo

- Studies
- Timetables
- Restaurants
- Helpdesk

Support and guidance for the studies

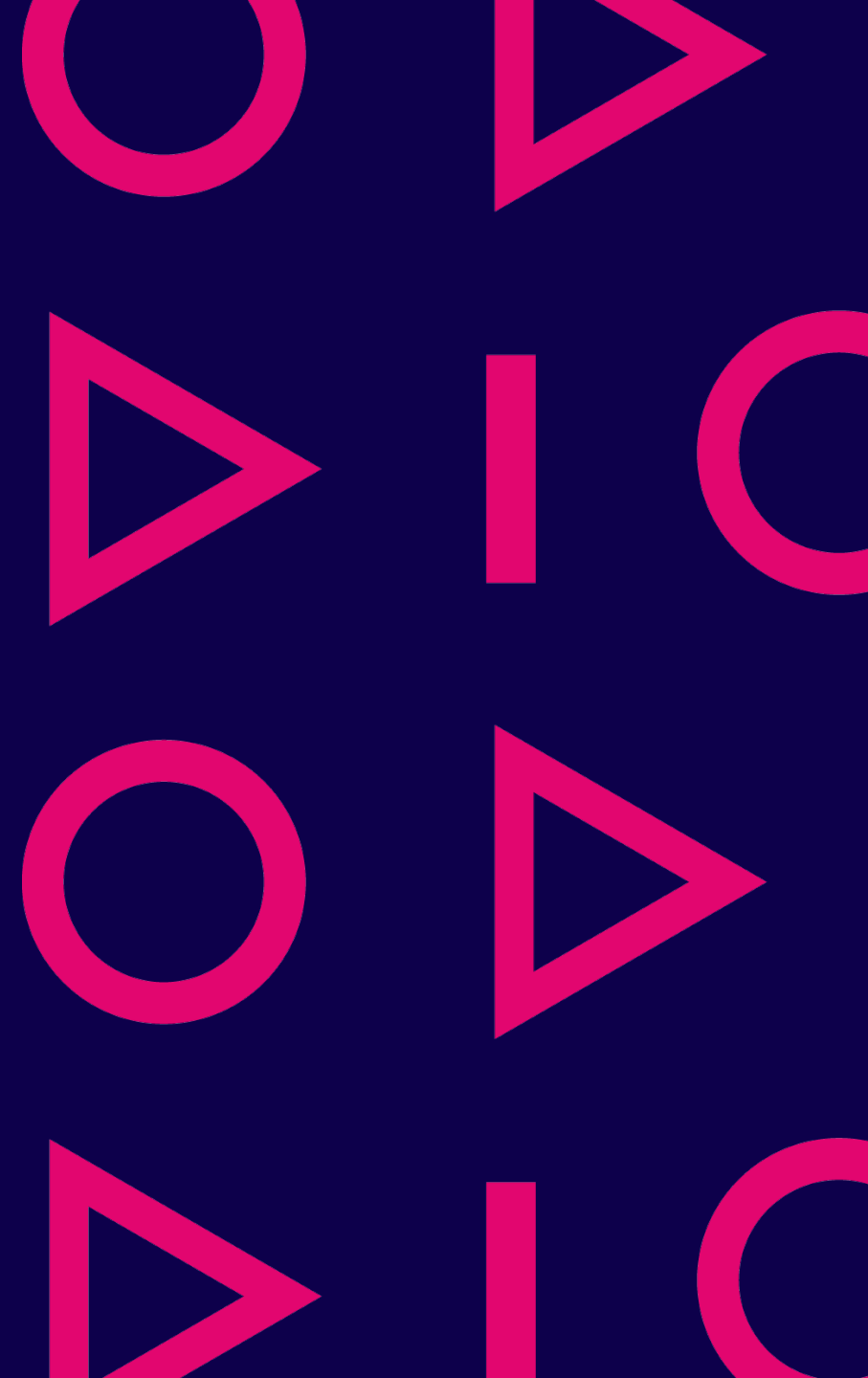


Participate in study skills webinars:
opiskelutaidot.fi

SERVICE	CONTACT
Practical matters (e.g. enrolment, forms related to studies)	Open University Education Coordinators: avoinamk@jamk.fi , helpdesk.jamk.fi
Course related matters (course assignments, exams, schedules)	Course Lecturer
Advice in career planning, study choices, and learning difficulties	Teacher Tutor
Different challenges in studying and every day life	School Chaplain
Support and guidance in challenging situations, personal study arrangements	Study Counselor
Peer support at the beginning and during the studies	Student Tutor
Information systems or student ID related challenges	helpdesk@jamk.fi
Field specific study possibilities, study choices and practises	Remote guidance and counseling appointment booking: jamk.fi/avoin

Applying to become a degree student

Separate application periods for the Open Route,
Spring and Autumn



How to apply to become a degree student?

In the separate application process for Jamk's Open Route

Intended for those who have completed studies at an open university

Separate application period in the spring
1.-15.5. at 3 p.m.

Separate application in the Autumn 1.-15.11. at 15

In the joint application to higher education

In the spring, the 1st joint application in January
(English-language degrees)

In the spring, the 2nd joint application in March
(Finnish-language degrees)

Autumn

Please note the provision of one higher education place, according to which a student can accept only one study place leading to a higher education degree from a degree starting in the same semester.

Citizens of countries outside the EU, EEA or Switzerland must pay an application fee in order to apply for higher education. There is a tuition fee for English-language education. There are no tuition fees for Finns or citizens of other EU, EEA or Swiss countries.



Haut osoitteessa opintopolku.fi

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Additional information about tuition and application fees

- **Tuition fees:**

- Applies to students outside the EU/EEA area and Switzerland.
- A fee is required if the degree program is not in Finnish or Swedish.
- Annual fee.
- Exemption possible with certain documents.

- **Application fees:**

- 100€ application fee for applicants to higher education studies from outside the EU/EEA and Switzerland.
- Does not apply to Finnish or EU citizens.
- The application fee is collected by the Finnish National Agency for Education through the Studyinfo service.

Applying in the separate application process of the Open Route

- Through the Open Route, you can apply to almost all of the same Bachelor's and Master's degree programmes at Jamk as in the joint application process. The study options related to a specific application can always be found on the jamk.fi website.
- You can apply both in the joint application process and through the separate application process of the open route are not mutually exclusive.
- The application takes place using the separate application form in the Opintopolku.fi service
- You can submit one application preference on the application form
- Studies completed in all open higher education institutions in Finland are accepted in the Open Route application, but the completed studies must be applicable to the degree applied for eligibility is based on studies completed at an Open University that are suitable for the degree applied for. When applying for a bachelor's degree, previous degrees do not affect eligibility or student admission.
- In addition to the open studies completed when applying for a Master's degree, the applicant must meet the basic education and work experience requirements.
- **Study attainment attachments:** if the attainments are marked in Jamk's Peppi => no need to submit an appendix if the attainments have been completed in another open higher education institution => the appendix must be submitted to the Studyinfo application

Separate application for the Open Route, Bachelor's Degree

- Complete 55 credits of Open University studies suitable for the degree applied for, of which 10 credits may be elective studies
 - ✓ Credits are not taken into account in the studies required for eligibility
 - ✓ Additional terms:
 - ✓ Bachelor of Engineering (UAS) and Master of Construction (UAS): at least 3 ECTS of compulsory mathematics studies completed
 - ✓ Rehabilitation Counsellor (UAS): Basics of Rehabilitation Counselling 3 ECTS course completed
 - ✓ Master of Construction (UAS): at least two years (24 months) of work experience in the construction industry, which is verified with certificates of employment. Work experience must be acquired by the end of the application period.



The admission criteria for Jamk's Open Route can be found on the [jamk.fi](https://www.jamk.fi) website

Separate application for the Open Route, Bachelor's Degree

Student selection

- In the separate application process of Jamk's Open Route, there are two different admission methods when applying for a Bachelor's Degree:
- Applicants as Jamk's Open Route students will be directly selected as degree students
- Applicants in the queue of admissions on a case-by-case basis may be admitted as a degree student if the studies meet the general eligibility requirements, the studies are found to be suitable for the degree to be applied for in the ambiguity assessment and there is room in the student group
- The applicant will be asked on the Studyinfo application form which admission method they are involved in.
- The applicants' student selection situations will be checked during the application process by Jamk Admission Services and, if necessary, the answer chosen by the applicant will be corrected to correspond to their situation.
- In the Spring application process, there are deadlines for completing different studies for different student admission methods.
- In the Autumn application process, the deadlines for completing the studies are the same for everyone regardless of the student admission method, but there are two of them. The completed studies will be checked twice during the autumn application period, after 15 November and 20 December.
- The results of the admissions in both admissions queues will be published in the Autumn and Spring according to the schedule of the joint application process.

Separate application for the Open Route, Bachelor's Degree

Selection method: Jamk's Open Route students

All Jamk Open Route students are selected as degree students who:

- Have completed the studies leading to eligibility AND
- Who are applying for a degree programme corresponding to the route (the implementation method for the programme can be full-time or part-time studies, regardless of the method of implementation of the route studies) AND
- No more than three years have passed from the start of the route studies (first semester of attendance) by the beginning of the semester in which the right to study for a degree would begin

Spring application schedule:

- The studies must be completed and marked in Peppi by 20 June (also applies to studies completed through the cross-institutional study network).
- If you have completed studies in the CampusOnline portal as a path student at an open university of applied sciences, you must submit a link to My Studyinfo or a transcript of records for your studies to the Studyinfo application by 3 pm on 22 May at the latest.

Separate application for the Open Route, Bachelor's Degree

Selection method: Selected on a case-by-case basis

Applicants who meet the eligibility requirements can be selected on a case-by-case basis, provided that there is room in the degree programme and student group. If a selection process is necessary, the applicants will be ranked primarily on the basis of the accumulation of credits and academic performance of studies suitable for the education.

Eligible applicants may be selected on a case-by-case basis,

-> whose Open Route studies exceed the maximum period of validity OR

-> who have completed the Open University studies as individual courses OR

-> who have completed their Open University of Applied Sciences studies outside of Jamk's Open University of Applied Sciences.

Spring application schedule and appendices:

The studies must have been completed and entered in the study register, and a My Studyinfo link or transcript of records must be submitted to the Studyinfo application by 3 pm on 22 May at the latest.

Separate application for the Open Route, Bachelor's Degree

Schedule for the separate application period for the Open Route in the Autumn

- The same schedule for all applicants, regardless of the student selection method.
- The studies will be reviewed twice during the Autumn application period (after 15.11. and 20.12.).
- At least 25 credits (25/55 credits) of the studies must be completed and entered in the study register by the end of the application period on 15 November.
- In the Autumn application process, student admissions are conditional, if necessary, if the applicant does not meet the eligibility requirements by 15 November. After 20 December, it will be checked that the eligibility requirements are met. All required studies must be completed and entered in the study register by 20 December.
- If you have completed studies in the CampusOnline portal as an Open Route student at an Open University of Applied Sciences, you must submit a link to My Studyinfo or a transcript of records for the Studyinfo application by 3 pm on 20 December at the latest. If your CampusOnline studies are included in the 25 credits required by the first deadline of 15 November, The studies must be completed and entered in the study register by 3 pm on 15 November.

Open route separate application, master's degree

Required Open University Studies

- ✓ Complete 30/90 credits (business, tourism and catering, and social and health care) or 20/60 credits (technology, natural resources and culture) studies at the Open University.
- ✓ Credits are not taken into account in the studies required for eligibility

Degree and work experience requirements

- ✓ The applicant must have an applicable university degree and at least 2 years of field-specific work experience after completing the university degree.
- ✓ Eligibility can also be obtained with a post-secondary or vocational higher education degree in the field. These applicants will be processed on a case-by-case basis on the basis of education and work experience.
- ✓ When applying for the Master's degree in Music Pedagogy, the applicant must have completed pedagogical studies in teaching (60 credits).

All eligible applicants will be selected for the programme!



Degree and work experience requirements by programme can be found on the [jamk.fi](https://www.jamk.fi) website

Open Route separate application, master's degree

Schedule for the Open Route application

- ✓ In the spring application round, the studies completed at Jamk Open University of Applied Sciences must be completed and recorded in Peppi by 20 June.
- ✓ Studies completed at another open university must be completed and a transcript of records submitted to the application by 3 pm on 22 May.
- ✓ In the autumn application, 10 credits of the studies must be completed by the end of the application period on 15 November.
- ✓ In the autumn application, all required studies (20 or 30 credits) must be completed and entered in the study register by 20 December.
- ✓ Work experience can be counted in the spring application until 31.7 of the application period and in the autumn application until 31.12.
- ✓ The results of the student admissions will be published according to the schedule of the joint application process.



The admission criteria for Jamk's Open Route can be found on the [jamk.fi](https://www.jamk.fi) website

Do you have any questions?

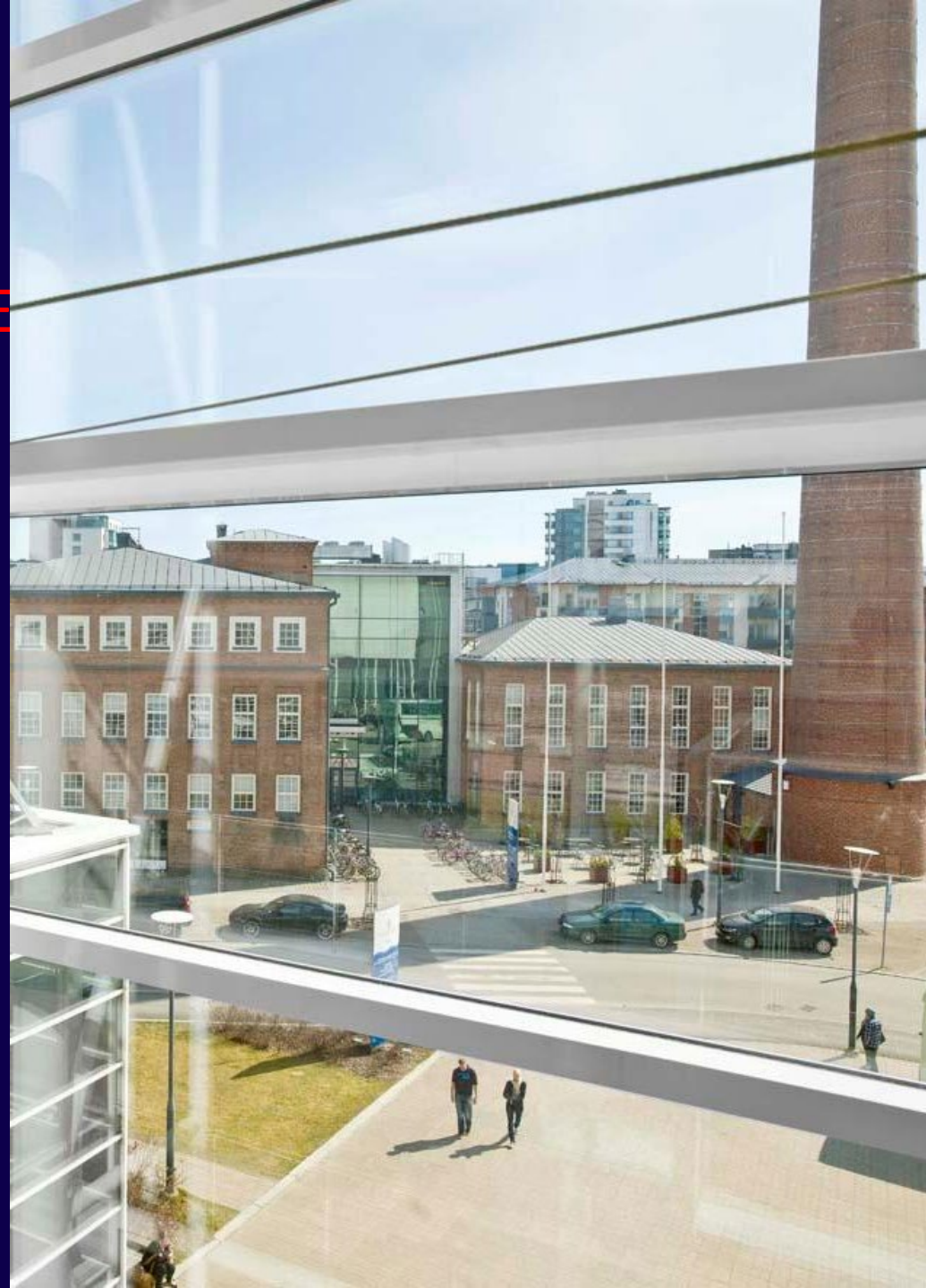
Further information – **LINKIT PITÄISI MENNÄ ENKKUSIVULLE!!!**

- **Spring Open Route application:** <https://www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/avoimen-vayla-kevaan-haku>
- **Application period for the Autumn Open Route:** <https://www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/avoimen-vayla-syksyn-haku>
- Spring joint application periods: [jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/hakuohjeet-suomenkielisiin-amk-tutkintoihin](https://www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/hakuohjeet-suomenkielisiin-amk-tutkintoihin) and <https://www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/hakuohjeet-suomenkielisiin-ylempiin-amk-tutkintoihin>
- Statistics on student admissions: [jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/opiskelijavalintojen-tilastoja](https://www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/opiskelijavalintojen-tilastoja)
- Contact information for admission services: [jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/hakijapalveluiden-yhteystiedot](https://www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/hakijapalveluiden-yhteystiedot)

Admission Services

We serve in many ways: **LINKKI ENKKUSIVULLE**

- By phone: 040 556 0409
- By email: hakijapalvelut@jamk.fi
- With Bookings appointment booking
- On campus: Rajakatu 35, B1 corridor service point on Wednesdays from 10 a.m. to 2 p.m. 📍
- All contact information on our website:
www.jamk.fi/fi/hae-opiskelemaan/hakeminen-jamkiin/hakijapalveluiden-yhteystiedot





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