

# ADMISSION CRITERIA FOR THE 2012 JOINT APPLICATION SYSTEM TO DEGREE PROGRAMMES CONDUCTED IN ENGLISH

**Environmental Engineering**  
**International Business and Marketing Logistics**  
**Physiotherapy**

## GENERAL PRINCIPLES OF ADMISSIONS

Applications for the programmes are submitted through the joint application system, [www.admissions.fi](http://www.admissions.fi). An applicant may choose up to four application options. The student admissions follow the admission criteria decided on by the university of applied sciences (abbr. UAS) in the joint application system, and the order of application preference options chosen by the applicant. The application form must be submitted by the end of the application period. The admission is conditional until the UAS has checked the applicant's school and other relevant certificates. The UAS may withdraw the admission, if the applicant has given false information.

### Changing and Supplementing the Application

An applicant may change the order of application preference options until the end of the application period. The applicant must contact their first preference UAS in writing if he or she wishes to change the order of their application preference options. Once the application period has ended, the order of preference options may no longer be changed.

An applicant may, out of his or her own initiative or at the request of an authority, complete the application form after the end of the application period as specified in the 22 § of the Administrative Procedure Act (434/2003). The extended supplementation may continue only until the joint application register data entering has been completed, as specified in decree (1044/2009). After the Ministry of Education has decided on the schedule for the 2012 joint application, the National Board of Education gives the registrar's decision on the detailed schedule to the admissions offices for the purposes of preparing for the joint application and admissions. The preliminary schedule for the spring is **9 January – 14 February 2012**. The preliminary schedule for autumn is **3 - 14 September**. If a UAS chooses to arrange an additional application period, the additional application may be arranged at the earliest **28 May 2012** (in the autumn **12 November 2012**). If the UAS arranges an additional application, the applicant's educational qualification must be completed by the end of the additional application period.

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## 1 Eligibility for Applying to the Programmes

**General eligibility for the programmes is given by:**

- Completed Finnish upper secondary education or the Finnish matriculation examination (Act on the Organisation of the Matriculation Examination (672/2005))
- International Baccalaureate, Reifeprüfung or European Baccalaureate examination
- A vocational college diploma or higher vocational diploma (e.g. in engineering)
- A vocational qualification of at least three years duration, completed in vocational upper secondary education and training, referred to in the Vocational Education and Training Act (630/98), or an earlier corresponding qualification
- Combined education programmes of at least three years duration, referred to in the Act on Youth-level Education and the Polytechnic Experiment (391/91)

- A vocational qualification in adult education of at least three years duration, referred to in the Vocational Adult Education Act (631/98), further vocational qualification or specialist vocational qualification or
- A foreign degree or qualification which gives eligibility for higher education in the awarding country

The educational qualification used in the joint application during the spring must be completed at the latest 31 July, and a certificate used in the autumn at the latest 31 December. The educational qualification must be completed by the end of the application period if the applicant is applying with:

- A specialist vocational qualification
- A further vocational qualification
- A degree completed in a foreign country, if the applicant is not a citizen of an EU/EEA-country

If a UAS uses discretionary admission, other applicants may also be admitted, if the UAS considers their skills and knowledge sufficient (incl. language skills). **Note! Satakunta UAS does not use discretionary admission.**

If an applicant is a refugee or in a refugee-like situation and the qualifications obtained cannot be proven through documentary evidence, UAS can consider whether the applicant can be invited to the entrance examination, even if the UAS does not use discretionary admission. Such an applicant must prove their refugee status by decision made by a competent authority and send a copy of the decision to the admissions office of his or her first preference **by 24 February 2012** at the latest.

**Eligibility for applying to a corresponding field of study is given by:**

- A vocational qualification of less than three years duration, completed in vocational upper secondary education and training, referred to in the Vocational Education and Training Act (630/98), or a corresponding earlier qualification
- Combined education programmes of less than three years duration, referred to in the Act on Youth-level Education and the Polytechnic experiment (391/91)
- Vocational qualifications in adult education of less than three years duration, referred to in the Vocational Adult Education Act (631/98)

Eligibility for UAS studies in a corresponding field of study on the basis specified above may be upgraded into general eligibility for UAS studies by:

- 1) Additionally completing general or vocational studies that extend the post-basic education studies to three years of duration or
- 2) Gaining at least three years of work experience in a corresponding field, after completing the qualification.

The corresponding field of study is defined according to the following fields of vocational education and training: humanities and education; culture; natural sciences; natural resources and the environment; tourism, catering and domestic services; social services, health and sports; technology, communications and transport; social sciences, business and administration.

UAS can also take into consideration a vocational qualification or school-level vocational education that does not fall into the fields of education and training specified above as studies in a corresponding field, if its content is close to the study programme specialisation.

## 2 Admissions Procedures

In order to demonstrate eligibility for UAS studies, an applicant applying with a non-Finnish

qualification must provide a copy of the original certificate to the admissions office of his or her first preference UAS **by 24 February 2012, 4.15 pm at the latest**. The UAS will then decide on the applicant's eligibility for all the options in the application. This does not apply to those applicants who are citizens of an EU/EEA-country and who are completing their qualification in the spring of applying. In addition a copy of an official Finnish, Swedish or English translation of the certificate must be provided if the certificate is not written in one of these languages. The translation must include the translator's signature and stamp.

**Applicants applying with a Finnish qualification do not need to submit copies of their educational certificates. Copies of Finnish certificates will be requested of accepted students in connection with their confirmation of acceptance. The only exception is an applicant applying with a Finnish competence based specialist vocational qualification or a competence based further vocational qualification, he or she must provide a copy of the original certificate to the admissions office of his or her first preference UAS by 24 February 2012 4.15 pm at the latest.**

An applicant who is applying with a non-Finnish qualification and is not a citizen of an EU/EEA-country must provide proof of their English language skills, by **24 February 2012 4.15 pm at the latest**, to the admissions office of his or her first preference UAS. In order to prove his or her English language skills, he or she must provide one of the following minimum requirements: IELTS score academic level 6.0 or TOEFL score 550 paper-based test/ 79-80 internet-based test or skills level 4 in English in the National Certificate of Language Proficiency. Both TOEFL and IELTS test results are valid for two years. The National Certificate of Language Proficiency does not have a set date of validity. TOEFL score results are only accepted if they are delivered directly from the Educational Testing Service (ETS).

In addition, upper secondary level school education in English completed in Great Britain, Ireland, the United States, Canada, Australia or New Zealand or a Bachelor's or Master's degree completed in English in one of these countries, is also accepted as a demonstration of sufficient English language skills. A Bachelor's or Master's degree conducted in English in a European Union/European Economic Area -country is also accepted as a demonstration of sufficient English language skills.

The certificate copies must be delivered by post to the UAS by **24 February 2012, 4.15 pm Finnish time (+2 hrs GMT)**; scanned or faxed copies will not be accepted. Certificate copies delivered after the deadline will not be considered.

All applicants who have demonstrated their eligibility and language skills will be invited to the entrance examinations.

The applicants' language skills will be evaluated in the language test included in the entrance examination on a pass/ fail basis. An applicant who has failed the language test is withdrawn from admission.

#### **Exemption from the Language Test**

An applicant (citizen of an EU/EEA-country), who is not obliged to send proof of their language skills, can be exempted from the language test, if he or she has provided a certificate of language skills to his or her first preference UAS by **24 February 2012, 4.15 pm at the latest**. The minimum English language skill requirement is IELTS score academic level 6.0 or TOEFL score 550 paper-based test/ 79-80 internet-based test, or grade C in the Finnish matriculation examination in advanced level English (IB-examination grade 4 completed in Finland, Reifeprüfung –examination grade 7 completed in Finland or EB-examination grade 6.00-6.95), or skills level 4 in English in the National Certificate of Language Proficiency. Both TOEFL and IELTS test results are valid for two years. The National Certificate of Language Proficiency does not have a set date of validity. TOEFL score results are only accepted if they are delivered directly from the Educational Testing Service (ETS).

**Grades in the Finnish Matriculation examination are received from the Matriculation examination register for applicants who have completed their Matriculation examination in 1990 or after. Only applicants who have completed their Finnish Matriculation examination before 1990 must provide a certificate of language skills.**

**Applicants applying with a Finnish vocational qualification who also have completed the Finnish Matriculation examination must provide a copy of their certificate.**

In addition, upper secondary school education in English completed in Great Britain, Ireland, the United States, Canada, Australia or New Zealand or a Bachelor's or Master's degree completed in English in one of these countries, is also accepted as a demonstration of sufficient English language skills. A Bachelor's or Master's degree conducted in English in a European Union/European Economic Area -country is also accepted as a demonstration of sufficient English language skills.

Please note, that in some entrance examinations, the applicant must take part in a compulsory language test.

### **Selection between Applicants with Equal Admission Points**

In case there is a tie in admission points, the applicants to UAS's will be ranked based on the following criteria:

1. The order of preference of the options indicated by the applicant
2. The result of the entrance examination
3. The grade point average in all subjects
4. Points awarded for school performance

If the admission points are still tied, after ranking applicants based on these criteria, the application system will automatically draw an applicant for selection.

### **Admission Groups**

Of the accepted applicants 50 % will be admitted on the basis of the entrance examination only, and 50 % on the basis of the combined points for previous school performance and the entrance examination. If study places become available later, applicants on the waiting list will be admitted in the order indicated by their admission points.

#### **1. Admission on the Basis of the Total of Points for School Performance and the Entrance Examination**

Applicants who have completed the Finnish matriculation examination, IB examination in a Finnish upper secondary school or the Reifeprüfung examination or European Baccalaureate examination of European schools in Finland, are admitted in this group.

The maximum total of admission points is 100, out of which at most 30 can be awarded for school performance and 70 for the entrance examination.

#### **2. Admission on the Basis of the Entrance Examination**

Applicants with eligibility to apply to UAS studies referred to in the Polytechnics Act (351/2003), not mentioned in section 1 above, or whose eligibility to apply is based on non-Finnish qualifications. The admission of those EU/EEA-citizens who are completing their qualifications outside Finland in the spring of applying is based only on the points awarded for the entrance examination. The maximum total of entrance examination points is 100.

#### **Points Awarded for School Performance**

Applicants who are applying on the basis of their upper secondary school leaving certificate and the Finnish matriculation examination certificate are awarded points for three grades on their matriculation examination certificate: mother tongue, English, and the best of either general studies or mathematics. In the field of technology applicants are awarded points for three grades on their matriculation examination certificate: mother tongue, English and the best of mathematics, general studies chemistry or general studies physics.

Candidates for the Finnish matriculation examination apply with their latest upper secondary school certificate. The UAS will receive results of the matriculation examination directly from the Matriculation Examination Board. Applicants who are completing their IB-examination at a

Finnish upper secondary school or an applicant completing the European Baccalaureate examination in the spring 2012 apply with their Predicted Grades. These applicants must provide a copy of their Predicted Grades to the admissions office of their first preference by **18 May 2012**. Applicants that are completing their Reifeprüfung-examination in the spring 2012 must provide a copy of the final certificate no later than **18 May 2012** to the admissions office of their first preference. Applicants that are completing their European Baccalaureate examination in the spring 2012 must provide a copy of the temporary certificate no later than **18 May 2012** to the admissions office of their first preference. The admission of an applicant who is completing their European Baccalaureate examination or their IB-examination in a Finnish upper secondary school during application process is conditional until the applicant's final certificate has been checked.

#### Upper Secondary Education Leaving Certificate

##### Grade Point Average

	≥ 8,00	≥ 7,50	≥ 7,00	≥ 6,50	≥ 6,00
Points	15	13	11	8	4

#### Social Services, Health and Sports and Social Sciences, Business and Administration

##### Finnish Matriculation Examination

Grades	L/E	M	CL	B	A
Mother Tongue	5	4	3	2	1
English, Advanced Level or	5	4	3	2	1
English, Basic Level	3	2	1	0	0
Mathematics or					
Best General Studies Test*	5	4	3	2	1

(\*General studies, if the exam was taken before 2006)

#### Technology, Communications and Transport

##### Finnish Matriculation Examination

Grades	L/E	M	CL	B	A
Mother Tongue	5	4	3	2	1
English, Advanced Level or	5	4	3	2	1
English, Basic Level	3	2	1	0	0
Mathematics or					
General Studies Chemistry/Physics	5	4	3	2	1

Applicants, who have completed the IB examination in a Finnish upper secondary school, or a European Baccalaureate examination of European schools or Reifeprüfung examination in Finland, convert the grades on their certificates according to the following charts:

#### Conversion Chart for EB, IB and Reifeprüfung Examinations

Finnish Matriculation Examination	Reifeprüfung Examination	IB Examination	EB Examination	
			Mathematics	Other subject-specific tests
Laudatur	13–15 points	7 (Excellent)	9,50–10,00	9,00–10,00
Eximia cum laude	12–10 points	6 (Very good)	8,50–9,45	8,00–8,95

approbatur				
Magna cum laude approbatur	8–9 points	5 (Good)	7,00–8,45	7,00–7,95
Cum laude approbatur	7 points	4 (Satisfactory)	6,00–6,95	6,00–6,95
Lubenter approbatur	5–6 points	3 (Mediocre)	5,00–5,95	5,00–5,95
Approbatur	4 points	2 (Poor)	4,00–4,95	4,00–4,95

#### Conversion Chart for the Grades on Leaving Certificates

Finnish Upper Secondary School Leaving Certificate	Reifeprüfung * Programme Leaving Certificate	IB Programme Leaving Certificate	EB Programme Leaving Certificate
10	13 – 15 points	7 (Excellent)	9 – 10
9	10 - 12 points	6 (Very good)	8
8	7 - 9 points	5 (Good)	7
7	5 - 6 points	4 (Satisfactory)	6
6	3 - 4 points	3 (Mediocre)	5
5	1 - 2 points	2 (Poor)	3 – 4

\* The average grade of the Reifeprüfung examination is converted by dividing the total of points by 60, and then converting them according to the chart (e.g. 520: 60 ~ 8,67 thus converted to 8.)

#### Entrance Examinations

The maximum points awarded for the entrance examination is 100 points. The entrance examination results of those applicants who are admitted on the basis of the total of points for school performance and the entrance examination are automatically scaled down by 0.7.

The entrance examinations can be arranged between **2 April and 4 May 2012 according to the preliminary schedule.**

The entrance examinations in Finland are arranged according to the following schedule:

- Business and Administration **25 April 2012 (IBML)**
- Technology, Communications and Transport **26 April 2012 (Environmental Engineering)**
- Social Services, Health and Sports **16-27 April 2012 (Physiotherapy 23-24 April 2012)**

If these dates are held as planned candidates completing their IB-examination in the spring 2012 have the possibility to participate in the entrance examinations (the IB-examinations are annually held from the first week of May).

The minimum score for a passed examination are determined by field of study: culture 50/100; natural sciences 30/100; natural resources and the environment 30/100; tourism, catering and domestic services 30/100; technology, communications and transport 30/100; social services, health and sports 30/100; social sciences, business and administration 30/100.

The language test in the entrance examinations should particularly focus on testing the language skills comprehensively (e.g. subject-knowledge, essay questions concerning the field of study/grammatical exercises and an interview if possible). The entrance examinations and language tests arranged abroad must correspond to the examinations arranged in Finland.