

# Activities of International Tutoring Oulu University of Applied Sciences

## **Tutoring Before Arrival**

**Assignments, Contact & Guidance before Arrival** (Exchange students will be listed in a Excel list in June/August. Intl. Services makes tutor-tutee assignments in June&August / December&February.

Exchange tutors check assignments in early August / December via Excel list.! International Services confirms suggestions and sends e-mail tutor-tutee assignments afterwards.

Exchange tutors establish initial contact with exchange tutees after assignment message, and provide initial guidance in matters related to studies or life in Oulu, e.g. by means of individual / group conversation and with reference to Oulu UAS' practical information at <http://u.oamk.fi/exchangepracticalinfo>, and in relevant FB groups)

## **Tutoring Upon Arrival**

**Arrival Service and Accommodation for Exchange Students** (Reception of incoming exchange student at OSAKO's office, during 20 – 22 August and between 8 am and 22 pm / 2 January. The room keys for students staying in a room at PSOAS' Vällkylä dormitory are available at OSAKO's office during the aforementioned arrival days and times. Arrival services outside these days and times are not possible, but exchange students that have not been offered or haven't accepted a room at PSOAS' Vällkylä dormitory may approach their tutors about possible assistance concerning arrival during the arrival days and times. All exchange students must consult Oulu UAS' housing information to look for accommodation elsewhere, if need be, see <http://u.oamk.fi/accommodation> > "What if...")

**Orientation Days & Exchange Study Programmes** (Accompanying or advising incoming students to participate in orientation days, and visit their exchange study programme academic coordinator to deal with matters concerning studies. Tutors have certain tasks in orientation days. See also <http://u.oamk.fi/exchangestudies> )

**Campus Information** (Provision of information about the facilities of Oulu UAS. E.g. showing the most important places on the campuses and other relevant venues (e.g. Oamk LABs.)

**Oulu Information** (Provision of information about Oulu and its surroundings. E.g. visiting the most important places in Oulu.)

**Registration** (Guidance of (a) exchange students with registration procedure at Finnish Immigration Service Point in Oulu and personal identity code from Maistraatti resp. Local Register Office, <http://u.oamk.fi/exchangepracticalinfo>)

**Bank Account** (Assistance in opening a bank account, if needed.)

**Shopping Facilities** (Provision of Information about shopping facilities.)

**Insurance & Health Care Facilities** (Provision of information about health care, <http://u.oamk.fi/healthcare>, and insurance, <http://u.oamk.fi/insurance> )

## **Tutoring During Studies**

**Academic/Professional/Intercultural Guidance** (Listening, questions & answers, dealing with study/ project work / traineeship matters etc., guidance in intercultural issues, teaching schedules and timetables etc.)

**Free Time Activities** (Being a guide and possibly friend to the incoming student, arranging events and trips etc. and implementing own ideas for/with tutees and fellow tutors)

## **Tutoring Before & After Departure** (applies only to exchange students)

**Farewell Meeting** (Saying farewell to each other, meeting over a cup of coffee/tea etc.)

**Contact after Departure** (Staying in touch, being a friend, networking, visiting the student etc.)