



# A Smooth Start

For new students at Stockholm University  
Autumn term 2018, 3 September to 20 January



Stockholm  
University

# Welcome to Stockholm University!

This is a guide to ensure that your studies begin as smoothly as possible.

## Interim personal identity number

All international and exchange students are provided with a registration number from the department. It is called a T-number and is a fictive number for use in the Stockholm University database where your courses and credits are documented. You cannot use the T-number outside the university.

## The university card and account

You will need a university card to borrow books from the university library and to use the copying, printing and scanning services. For access to the network and computers you need a university account. The university account gives you access to:

<b>My University</b>	Visit the university's student portal at <a href="http://mitt.su.se">mitt.su.se</a> to register for exams, edit your contact information, view your grades and store course certificates.
<b>Mondo</b>	The learning management system is: <a href="http://mondo.su.se">mondo.su.se</a> . You can use this to communicate with lecturers and your fellow students, download and upload assignments and view information about timetable changes.
<b>Athena</b>	Athena is Stockholm University's new learning management system, which in time will replace Mondo. Since the transfer over to Athena will be gradual, you may have some courses in Mondo and others in Athena. Your department or teacher will give you all the information you need.
<b>Student computers and the wireless network</b>	Use your university account to log on to the computers in any of the computer labs at Frescati. You can also access the internet by using your own computer and the wireless network Eduroam, which is available at several sites throughout the campus. Both alternatives allow you to use our printing services Printomat.
<b>Office 365</b>	Office 365 includes email via Outlook/Exchange, cloud based storage (OneDrive) and access to the MS Office suite.
<b>Library services</b>	With your university account and card you can access all the library's resources. Access the library services at <a href="http://su.se/library">su.se/library</a>

## Infocenter, Studenthuset

At Infocenter in Studenthuset you may ask about everything concerning your studies, i.e. admission, student exchange, scholarships, degrees, student support and more. Infocenter's opening hours during the semesters are Mon.–Thur. 8 am.–6 pm. and Fri. 8 am.–4 pm. Studenthuset is located at Universitetsvägen 2B, near the Södra huset A-building.

## IT Support

Find FAQ's, guides and instructional videos for various IT systems and software in the self service portal. If you can't find what you're looking for you can also contact Helpdesk. Contact Helpdesk through: [su.se/serviceportal](http://su.se/serviceportal), or phone 08-16 19 99.

## The Stockholm University Library

Visit the library website [su.se/library](http://su.se/library) to find information about all services offered at the university library. For vital information for new students, visit [su.se/library/newstudent](http://su.se/library/newstudent). The main library is located at Frescati and is connected to Södra huset, building D.



## Student Unions

The purpose of a student union is to represent common student interests. The student unions have an important task to ensure that you have influence over your education but they also take great responsibility for the social part of student and university life. There are three student unions at Stockholm University (listed below).

A student union membership entitles you to student discounts on everything from course literature to lunch and gym facilities.



### *Stockholm University Student Union (SUS)*

At SUS you find the International Student Coordinators. They arrange events for local and international students to increase cultural exchange, friendship and a lot of fun here at Stockholm University. SUS also organizes student clubs that are open for all students and cover a wide range of interests. SUS has representatives called "student ombudsmän" who can support and assist students who feel they have been treated wrongly or unjustly by the university. Every spring there is an election where different student parties compete for seats in the Student Union Representative Assembly. All SUS members get to vote.



For more information about SUS, please visit: [sus.su.se/en](http://sus.su.se/en). To stay informed about activities on and off campus and to make sure you are invited to all the fun events for international students, please subscribe to the International Student Newsletter: [sus.su.se/en/international-student-coordinators](http://sus.su.se/en/international-student-coordinators)

### *The Student Union for Social Work in Stockholm (SSAS)*

The student union for students at the Department of Social Work, Stockholm University. For more information, please visit: [ssas.nu](http://ssas.nu)

### *The Student Union at the Department of Computer and Systems Sciences (DISK)*

DISK is the student union for students at the Department of Computer and Systems Sciences, Stockholm University. For more information, please visit: [disk.su.se](http://disk.su.se)



## Public transport to Stockholm University

Underground trains: Red line direction “Mörby Centrum” to “Universitetet”.

By bus: Take bus numbers 50, 540, 608, 670 to the University (get off at ‘Universitetet norra’ for the main campus). For more information, visit [su.se/english/findus](http://su.se/english/findus). Plan your trip at Stockholm Public Transports website: [sl.se/english](http://sl.se/english) or download their app from App Store or Google Play, it’s called “SL - Reseplanerare och biljetter”. Tickets must be bought before travel.

### GET STARTED! CHECKLIST

Follow these steps for registration and for access to computer and library services.

#### 1. UNIVERSITY ACCOUNT

*(available from 10th August)*

**If you don’t have a Swedish personal identity number:**

In order to activate your university account and to order your university card you need to pick up a one-time code at Infocenter. Remember to bring a photo- ID or passport! For Infocenter’s opening hours, see page two in this folder.

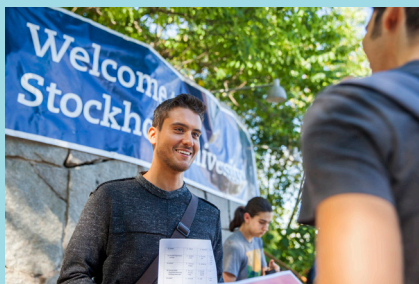
If you have a Swedish personal identity number (“personnummer”) and have used it as a username at [antagning.se](http://antagning.se) when applying: Use our web service: [su.se/activate](http://su.se/activate)

#### 2. REGISTRATION

Register at your department in person or register online at [minastudier.su.se](http://minastudier.su.se) (you will find the details in the information you have received from your department).

#### 3. STUDENT UNIONS

If you wish to, you can join one of the three student unions at Stockholm University. For more information: [su.se/studentunions](http://su.se/studentunions)



## Welcome to Orientation Day!

Date and time:

**31 August, 3:30pm–7:00pm**

Venue:

**Aula Magna, Frescati**

Orientation Day, which is a part of Orientation Week, starts with an Open Fair where student associations explain the services they provide while you mingle with other students. Later on we will meet you at Aula Magna for an afternoon packed with information about student life, Swedish language courses, student health care and Swedish academic system. Around 1,200 students will attend this day – we hope you will be one of them?! For more information: [su.se/orientationday](http://su.se/orientationday)

## Student Services/Studentavdelningen

Stockholm University, SE-106 91 Stockholm, Sweden  
Visiting address: Studenthuset, Universitetsvägen 2B  
Phone: +46 8-16 20 00

Email for international students: [study@su.se](mailto:study@su.se)

Email for exchange students: [exchange@su.se](mailto:exchange@su.se)

[su.se/english](http://su.se/english)



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