



## UMEÅ UNIVERSITY

# Nomination instructions Umeå University Spring semester 2025

Umeå University (Sweden) will open the nomination and application round for the spring semester 2025 (January 2025 – June 2025), on 1 September 2024.



**Nomination deadline: Tuesday, 1 October 2024**

**Application deadline: Tuesday, 15 October 2024**

Late applications will not be accepted. If students cannot meet the deadline, they should consider deferring their stay to the following semester (autumn semester 2025).

### Nomination instructions

Umeå University asks all nominations of incoming exchange students to be submitted online on [Solemove](#) by the student's exchange coordinator at the home university. Applications will only be considered if the student(s) have been nominated online.

Nominations submitted in this application round are strictly for the spring semester 2025. On Solemove, please nominate student(s) for "spring 2025". **Only select "Other" if the student will apply for a very short exchange study (e.g. one month).**

Nominations for the autumn semester 2025 should be submitted only when we open the next nomination round in March 2025. We will notify you when nominations for the autumn semester 2025 open.

Umeå University does not require students to submit any English proficiency test. However, make sure to nominate students who have sufficient knowledge of English, both oral and written, so that they are able to succeed in their courses.

When you have submitted the nominations **through our system [Solemove](#)**, an e-mail with detailed application instructions will be sent to the nominated student(s). Kindly ask your students to add the e-mail address [solemove@solenovo.fi](mailto:solemove@solenovo.fi) to their safe senders list to ensure that they receive e-mails sent. Please remind students to check their e-mail, including the spam folder, regularly, and inform them to contact us at [incoming.io@umu.se](mailto:incoming.io@umu.se) should they not receive the e-mail from Solemove.

Make sure that your students finalise their nomination on Solemove to be able to apply for courses.

**Please note that these nomination instructions are for partner university use only. You can find an online manual on how to nominate your students on Solemove [here](#).**

### Overview of the nomination and application process

1. Coordinator nominates student(s) on Solemove during the nomination period.
2. Student receives an e-mail from Solemove with instructions about completing nomination information on Solemove. **Students should contact the International Office at Umeå University in case they have not received the e-mail from Solemove.**
3. Student completes nomination information on Solemove.



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4. Student receives another e-mail from Solemove with instructions on how to apply for courses. The e-mail contains a unique link to courses for exchange students instructed in English. The link is long and might be dealt up in two parts. Students need to make sure to use the link in its entirety.
5. Student(s) apply for courses using **their unique, personalised link (as described above)** before the application deadline. Students can apply to all courses offered in the course list for exchange students as long as they fulfil the required knowledge. It is important that your students **only select courses using their unique, personalised link**. If they select courses directly on [universityadmissions.se](https://universityadmissions.se), rather than using the unique link, their application will be deleted.
6. Notification of Selection Results (letter of admission) will be published in late May for the autumn semester and full academic year, and in mid-November for the spring semester.

### Courses in Swedish

If your students are going to apply for courses instructed in Swedish, please ask them to contact us at [incoming.io@umu.se](mailto:incoming.io@umu.se) as soon as possible and well in advance of the application deadline.

### Swedish study system

In Sweden, students usually take one course at a time. You can read about the Swedish study system [here](#). The number of credits a student can be admitted to is restricted to 30 ECTS per semester. This equals full-time studies or approximately 40 hours of course work per week. *Swedish for International Students, Beginner's Courses I, II and III* can be selected in addition to the 30 ECTS in other subjects. Please note that course changes at Umeå University are very restricted since we do not have any add/drop period after the application deadline.

### Residence permit

Students who require a residence permit to study in Sweden must be admitted to 30 ECTS per semester. Note that a student cannot get a [residence permit](#) for distance studies.

### Housing

Information about student housing can be found [here](#). Any questions concerning housing should be addressed to [housing@umu.se](mailto:housing@umu.se).

### Insurance

All exchange students are covered by an insurance policy, *Student IN*. Details about the *Student IN* insurance can be found [here](#). Exchange students, regardless of nationality, are strongly advised to have their own health, travel and accident insurance policy. EU/EEA citizens are required by the Swedish authorities to bring their European Health Insurance Card to Sweden. They are requested to contact their local National Health Insurance Institution for the required documents, before coming to Sweden.

### Disability support

Umeå University offer support for students with disabilities. For further information, please refer to the website: <https://inclusivemobility.eu/countries/se/heis/5314>  
Feel free to share the link to your students.



## Questions?

- [Fact sheet](#) for partner universities
- [Frequently Asked Questions](#) (FAQ)
- [International Student Guide](#)
- Contact the International Office at [incoming.io@umu.se](mailto:incoming.io@umu.se)