

The North
LEADS THE WAY

STUDY GUIDE 2013–2014



Rovaniemen
ammattikorkeakoulu
University of Applied Sciences
LUC

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Welcome to study!

University of applied sciences education is currently undergoing a change in Finland. The goal is to build a more functional university of applied sciences system that serves working life better. Students beginning their studies in the academic year 2013–2014 will be able to integrate better with business life through diverse practical training and projects in working life. At the same time many students will create contacts leading to a future job.

The structures of university of applied sciences education in Lapland are also changing. Together with Kemi-Tornio University of Applied Sciences we are building a new Lapland University of Applied Sciences. This way responsibility for the highest level of professional education will be carried by broader shoulders and students will be offered better educational opportunities. Lapland University of Applied Sciences will begin operation 1.1.2014. You will be taking your degree from the new Lapland University of Applied Sciences.

Our university of applied sciences is continuously developing its own operating models. The Ministry of Education and Culture requires shortening of study times and lengthening of careers. This means students need to concentrate more on their studies and graduate sooner. Our university of applied sciences is meeting this challenge by reshaping its vision of learning, methods of teaching and learning environment and adopting more effective practices for guiding the learning process.

Student union activity is an essential part of studentship. Rovaniemi University of Applied Sciences' student union is Camos r.y. Camos is in continuous dialogue with the HEI's management in current issues related to student life. I hope every university of applied sciences student contributes to student union activity at least by becoming a member of the student union.

I wish both students and staff a great academic year 2013–2014.

OUTI HYRY-HONKA
ACTING PRESIDENT

Student union's greeting

WELCOME TO ROVANIEMI UNIVERSITY OF APPLIED SCIENCES!

What is Camos?

Camos is Rovaniemi University of Applied Sciences' student union. When you arrive we will be starting our last autumn semester of operation. At the beginning of next year we will be Lapland University of Applied Sciences' student union ROTKO.

What is the purpose of the student union?

The student union's student functionaries look after the interests of the students at our university of applied sciences and in the surrounding community. Our active functionaries are students at RAMK—just like you. We want to make sure you are satisfied with the education you are receiving and with your extracurricular activities. We try to be as close as possible to the students; we do our best to help them enjoy their time spent at RAMK and to support their progress in their studies.

When does Camos have an impact?

Students can order a student card through Camos. The card entitles students to numerous benefits! Camos also has an impact in the background; we attend important planning meetings with the school's staff and administration and bring the students'

perspective to the discussions. Student functionaries are also present at the school's events and leisure time activities, where you are encouraged to grab us by the sleeve and get to know the great people at Camos!

How does Camos operate?

The Camos office is located on the Rantavitikka Campus (Jokiväylä 11) at the end of the C building. The student lounge opposite the Camos office is meant for all students. You can stop in to visit the members of the board and the secretary any time—we are there for you! You can come to ask for help or to talk about your studies.

For more information about Camos, visit our web pages and blog at www.camos.fi or on Facebook at www.facebook.com/camosramk.

Best regards,
Jonna Jakkila
Chairman of the board
Rovaniemi University of Applied Sciences
Student Union Camos
pj.camos@ramk.fi
Tel. +358 45 261 2630

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1 Studying at Rovaniemi University of Applied Sciences

1.1 Education during the academic year 2013–2014

You have come to this university of applied sciences to take a degree that is oriented to working life. The scope of the degree programmes is either 210 or 240 ECTS credits. Depending on the degree programme, the study period is 3,5 or 4 years. The study period in adult education may be shorter. The scope of studies leading to a Master's degree is 60 or 90 ECTS credits and the study period is 1 or 1,5 years.

1.2 Schedules of the academic year

The academic year begins on 1.8.2013 and ends on 31.7.2014. The academic year is divided into autumn and spring semesters. You may also have studies during the summer semester.

The academic year's opening event for all new students is on Friday, 6.9.2013.

Teaching and practical training for starting students is arranged from 2.9.2013 to 18.6.2014. Teaching and practical training for continuing students is arranged from 5.8.2013 to 23.5.2014.

Graduation ceremonies

In December: Fri, 20.12.2013 at 10:00

In May: Wed, 28.5.2014 at 10:00

Christmas recess is during weeks 52 and 1.

Grade assessment committee meetings in Rovaniemi (certificate signing dates in parentheses)

Friday 13.9.2013 (20.9.2013)

Friday 11.10.2013 (25.10.2013)

Friday 15.11.2013 (22.11.2013)

Monday 9.12.2013 (20.12.2013)

Friday 17.1.2014 (24.1.2014)

Friday 14.2.2014 (21.2.2014)

Friday 14.3.2014 (21.3.2014)

Friday 11.4.2014 (25.4.2014)

Friday 16.5.2014 (23.5.2014)

Wednesday 11.6.2014 (18.6.2014)

General examination dates and times in Rovaniemi

Monday 26.8.2013, 16:30–19:30

Monday 23.9.2013, 16:30–19:30

Monday 21.10.2013, 16:30–19:30

Monday 18.11.2013, 16:30–19:30

Monday 9.12.2013, 16:30–19:30

Monday 20.1.2014, 16:30–19:30

Monday 17.2.2014, 16:30–19:30

Monday 17.3.2014, 16:30–19:30

Monday 14.4.2014, 16:30–19:30

Monday 12.5.2014, 16:30–19:30

Monday 2.6.2014, 16:30–19:30

1.3 Registering as an attending or non-attending student

You must register as attending or non-attending student every academic year in the manner specified by the university of applied sciences. Non-attendance can be terminated by registering as an attending student at the beginning of the next semester. If you do not register as an attending or non-attending student you will lose your right to study. A student who has lost his/her right to study may apply to have the right to study restored starting from the beginning of the next semester. The fee for restoring the right to study is € 35.

You can find more information about registration, registration dates and the rights and obligations of attending and non-attending students as well as the loss of the right to study due to failure to register at www.ramk.fi/en/Studying/Practical_tools/Forms_and_Guidelines.iw3.

1.4 Structure of studies

Both Bachelor's and Master's degree studies can be completed at the university of applied sciences. The goal is that the recipient of a Bachelor's degree is able to work independently as a specialist, in development work or as an entrepreneur in his/her field.

The goal of Master's degree studies is to give you the skills needed to work in a demanding specialist's job.

An ECTS credit is a measure of the scope of studies. Study units are allotted credits according to the amount of work they require. The average of 1600 hours required to complete the studies of one academic year correspond to 60 ECTS credits.

Basic studies develop your study skills and language skills and provide you with basic knowledge needed in research and development work. You also become familiar with the core concepts and theoretical and professional principles of your field.

Professional studies familiarise you with the entities and applications of professional work and their scientific principles.

Advanced professional studies in a Master's degree programme deepen your application of theory in practice, as well as your project leading skills, R&D skills and social skills.

The goal of free-choice electives is to deepen and supplement your professional know-how. Electives may also supplement and support the degree programme and expand its content according to your personal interests and inclinations and the profile of our university of applied sciences.

Supervised practical training that enhances professional skills familiarises you with the main practical tasks associated with your field and the application of knowledge and skills in working life. Depending on the degree programme, the scope of practical training is 30–100 ECTS credits.

The Bachelor's thesis (15 ECTS credits) indicates your readiness to apply your knowledge and skills in specialists' tasks or development of working life related to your professional studies.

The thesis includes a maturity test which demonstrates skill in Finnish and familiarisation with the topic of the thesis.

The goal of the Master's thesis (30 ECTS credits) completed in conjunction with a Master's degree programme is to develop and indicate your ability to apply research data and use selected methods to outline and solve problems in working life, and your readiness to work independently in a demanding specialist's job. The thesis includes a maturity test which demonstrates skill in Finnish and familiarisation with the field.

To receive a degree, all the study units included in the curriculum must be satisfactorily completed.

1.5 Your studies

University of applied sciences students' activeness and responsibility in planning and advancing in their own studies are important. Studying includes contact studies at the school, practical training and independent studies. Adult education is mainly implemented as multi-format education, which may include evening and weekend studies as well as online or virtual studies.

Individual study plan

The curriculum presents the study units of the degree programme and their objectives and assessment outcomes that measure competence. Based on the curriculum, you will compile an individual study plan (ISP) together with your teacher tutor, in which you plan the progress and manner of completing your studies in detail, e.g. you choose optional professional studies and free-choice electives. In compiling the individual study plan, credits may be given for prior learning acquired elsewhere. A transfer of credits for prior learning acquired elsewhere must be applied for during the first semester.

Registering for study units

Students must register for all their study units, including compulsory study units. Registering is done via the WinhaWille student interface of

the study register at <https://winhawille.ramk.fi/winhawille/>.

Starting students register for their first-year study units at the beginning of the academic year 31.8.–15.9.2013.

Detailed instructions on registering for study units are given at www.ramk.fi/en/studying/practical_tools/registering_for_study_units.jw3.

Completion and assessment of study units

The completion requirements of study units may include examinations and various written and oral exercises. Study unit examinations are arranged in connection with the study units and on general examination dates.

A student dissatisfied with an assessment of study performance or an approval of transferable credits may ask the assessing or approving teacher for a rectification within 14 days from the date when the student has received the results of the assessment or approval and has come to know how the principles of assessment have been applied in his/her case. A student dissatisfied with the teacher's decision may request a rectification of the decision from RAMK's board of examiners within 14 days of receiving notification of the decision.

WinhaWille student interface of the study register

You can use the WinhaWille student interface of the study register to monitor your own individual study plan and study performance. You may also print out performance reports, if needed. You are responsible for keeping your register data up to date. A change in your address or phone number should be updated in the register without delay.

Student feedback

Feedback is collected from students in each study unit and as annual feedback in each degree programme in different phases of the learning path. Student feedback is utilised in developing and ensuring the quality of education.

1.6 Study support services

Lapland's higher education institutions collaborate closely in producing education and student support services. The HEIs' joint service centre provides the following functions: an admissions office, a student register, a financial aid committee, sports services, university study counsellor services and an open university of applied sciences.

Each campus has a study affairs office that serves students. The study affairs offices and student support services provide students with a wealth of information related to studies. The study affairs offices provide various certificates, such as study certificates, transcripts of credits and Kela's meal cards. The offices also provide financial aid application forms and information related to financial aid.

Education support services include support for online and multi-format education and they provide information needed for curriculum development.

1.7 Accessible studying

According to Finland's constitution, no person may be placed, without acceptable grounds, in a different status on the basis of gender, age, origin, language, religion, beliefs, opinion, health condition, disability or other personal reason. The Equality Act (20.1.2004/21) promotes and ensures realisation of equality and strengthens the legal protection of a person who has been discriminated against. An organiser of education must take reasonable measures to support the studies of a disabled person or a different learner.

Accessibility has been implemented at RAMK by paying particular attention to the following:

- application process and student selection
- teaching arrangements and counselling
- support services
- facilities
- communication.

Accessibility in student selection

If a student needs special arrangements in the selection process, he/she should submit a free-form written application describing necessary special arrangements. Upon receiving an invitation to an entrance exam the applicant should immediately submit the application to RAMK's admissions office. The applicant should enclose with the application a doctor's statement or other specialist's statement describing the nature of the disability or illness. RAMK will notify the applicant about special arrangements that can be arranged.

General mobility

Campus parking areas have parking spaces for disabled persons' vehicles in close proximity to the main door. RAMK does not have fully obstacle-free access to all facilities. Special arrangements need to be made and the functionality of facilities assessed when necessary.

Library and computer equipment

All library units operate in centrally located places on the ground floor. They all have at least one worktable with height adjustment. Borrowing and returning of material are arranged so that a person in a wheelchair can function independently. Most of the facilities in the libraries have no thresholds and spaces between furnishings allow passage with a wheelchair. HEI students can enter the reading room of the MTI library, Luova, to study 24 hours a day. The computer classroom next to the library at Jokiväylä 11 is also open to students 24 hours a day. Entry into these 24-hour study facilities requires an access card, which can be acquired by paying a deposit.

The locations and furnishings of computer classrooms vary by campus.

1.8 Sports services

HEI sports services are intended for RAMK and University of Lapland students and staff. The entire palette of Rovaniemi's HEI sports are accessible with a Sports Pass; it includes a

variety of group fitness classes, fitness centre turns and ball game turns. The pass functions as an entry ticket to communal turns and entitles the owner to discounts on courses and services provided by RAMK's and UoFL's partners. The pass is personal and valid for one academic year at a time. The price is € 35 per academic year or € 25 per autumn or spring semester. The Sports Pass is a sticker that is affixed to the student's Camos or LYY student card or an equivalent card containing the student's photo.

HEI sports services are posted at www.ramk.fi/liikuntapalvelut or www.luc.fi.

For more information about sports, contact the sports coordinator.

Sports coordinator

Mika Vettainen
Jokiväylä 13
Tel. +358 40 182 6341
lastname.firstname@ramk.fi

1.9 IT services

Rovaniemi's Service Desk is the primary channel through which customers should request IT services.

Phone: +358 20 798 5800
e-mail: servicedesk@redu.fi
fi<mailto:servicedesk@redu.fi>
www page: <http://itinfo.redu.fi>
Office hours: Mon–Fri, 8:00–16:00

If you have forgotten your password, call the Service Desk at +358 20 798 5800; passwords are not sent by e-mail.

1.10 Study-related social benefits

Financial aid

RAMK's full-time students can apply for financial aid from Kela (The Social Insurance Institution of Finland). Financial aid consists of study grants, housing supplements and government guarantees for student loans.

The general requirements for receiving financial aid are acceptance to an educational institution, full-time study, progress in studies and a need for financial support.

Studying is considered full-time if you complete at least 5 credits per month of financial aid. Progress in studies is monitored annually. The recipient's income is also monitored annually.

Financial aid is granted for the entire study period at one time. You may also apply for financial aid for summer studies in June, July and August.

Financial aid is applied for using Kela's form OT2. The application can also be filled in using Kela's online service at www.kela.fi/in/internet/english.nsf/Forms and eServices/Application forms. Students can access the services with their own online banking ID.

Financial aid committee

Universities of applied sciences have a financial aid committee whose primary task is to monitor the progress in studies of students receiving financial aid.

The committee is chaired by Senior Lecturer Sirpa Torvinen, the presenter/secretary is Coordinator Vuokko Kononen, tel. +358 20 798 5404, and the vice-secretary is Coordinator Tuovi Honkela, tel. +358 20 798 5476.

For more information about financial aid see Kela's Internet pages at www.kela.fi.

Meal benefit

Students are entitled to a € 1.94 discount on the price of student meals in all student cafeterias belonging to Kela's meal benefit system. Students can get the reduced price by presenting a student union membership card or Kela's meal benefit card, which can be obtained from the study affairs office.

Other forms of support

Under certain conditions the Education Fund grants adult education allowance to students who are working under a job contract. For more information and applying, visit www.koulutusrahasto.fi. Since 1.1.2010, labour policy adult education and voluntary education are

services that enhance employment. During such education students can receive an allowance equal to the amount they would have received as unemployment compensation.

For more information about various forms of support visit Kela's internet pages at www.kela.fi or the Employment and Economic Development Office's internet pages at www.mol.fi.

Student housing

The best student housing in Rovaniemi WHERE. You can find student housing in Rovaniemi if you surf straight to the Domus Arctica Foundation's home page at www.das.fi. DAS has 1033 apartments intended exactly for students. The DAS apartments are just around the corner from the campuses and their prices vary according to size, furnishings and location. DAS offers clubrooms and reading rooms, recycling rooms, fitness centres, saunas, laundry rooms and playgrounds. Take your roommate along and pursue a hobby! Customer service loans tools for furniture assembly, board games for evenings spent with friends and sewing machines so you can sew curtains.

FRIENDLY. Our customer service will welcome you with a smile and we'll make your living easy. DASHupa will inspect and, if necessary, renovate your apartment before you move in. DAS maintenance service will make sure everything works while you live in the apartment. You are always welcome at DASAspa, and we'll help you the best we can.

CHOICES. Living together is inexpensive and sports facilities are just around the corner on Kuntotie, where housing costs € 230/month, on average. One-room apartments for demanding city singles can be found at Anninportti and Vellikellot next to the university and on Ukkoherantie in the middle of town for € 320–€ 440/month. Rent includes water, electricity and an Internet connection. An additional fee is charged for use of a fitness centre, a parking place with a block heater connection, a family sauna turn or a fully furnished apartment.

SERVICES. As the Internet is a part of your studies and free time, the DAS apartments offer an Internet connection for surfing and studying.

Nearly all the housing services you need are available on DAS's web site, for example making a web access agreement, changing apartments, reporting a fault and serving notice of termination. If your life situation changes, you can change apartments. You can look for an apartment together with your friend!

EASY. DAS's deposit is small, and there are no other thresholds in your way when you move into a DAS apartment. Residents living together pay € 200 each, residents living alone pay € 300 and couples pay € 500. The deposit ensures that the resident fulfils rental obligations and it covers possible cleaning or other expenses. Upon termination of the rent contract and after the apartment is inspected, the deposit is returned to the resident's account.

APPLY NOW. Click www.das.fi, call, send e-mail or visit the DAS office for more information. You can apply for DAS housing anytime. The application is in effect for three months, and it is easiest to extend the effective period at www.das.fi/hakemuksen_uusiminen. You may also call or send e-mail. We offer vacant apartments daily. New students starting their studies have priority to apartments that are vacant beginning 1.8. and 1.9.

DAS – student-friendly apartments!

DOMUS ARCTICA FOUNDATION
Ylikorvantie 28 A, FI-96300 ROVANIEMI
Phone +358 20 769 9180, Fax +358 20 769 9188
e-mail dasaspa@das.fi
www.das.fi

1.11 Student health care

University of applied sciences students' health care services in Rovaniemi are arranged by the City of Rovaniemi.

Student health care services include: health care nurse's visits, online consultations and doctor's visits. Doctor's services are also provided by the health care centre's health care teams; emergency and first aid services are provided by Lapland Central Hospital. Dental services are arranged by the City of Rovaniemi.

Health care nurse's services are free of charge; a health care centre fee is charged for visits to the doctor.

You can visit the health care nurse whenever you need help in matters related to your health and wellness or if you become ill. The health care nurse also conducts health examinations when needed and advises patients to visit a specialist, if necessary. Student health care also includes matters related to contraception, vaccinations and health advice related to travel. You can also visit the health care nurse to discuss mental health or substance abuse issues. The goal is to view healthy habits of life as a positive resource in the everyday life of the student.

You can make an appointment with the health care nurse by phone or e-mail. Now it is also possible to make appointments for vaccinations and contraception check-ups online at <https://www.ajanvaraus.fi/lappi/rms.do?url=rovaniemi>.

Health care nurses

Minna Lohela
Rovaniemi University of Applied Sciences
Ounasvaara Campus
Rantavitikkka Campus
English Degree Programmes
Telephone consultations Mon–Fri 8:00–9:00
and 11:30–12:30
Tel. +358 40 829 4152
minna.lohela@rovaniemi.fi

Anni Ruotsalainen
Rovaniemi University of Applied Sciences
Multidimensional Tourism Institute
Forestry and Rural Industries
Telephone consultations Mon–Fri 8:00–9:00
and 11:30–12:30
Tel. +358 400 342 522
anni.ruotsalainen@rovaniemi.fi

More information at: http://www.ramk.fi/en/Studying/Student_Services/Health_Care.iw3.

Online student health care consultation

This service allows students to contact a health care nurse via the Internet. This service is for

students at educational institutions within the city of Rovaniemi. Online consultation is personal interaction between the student and the health care nurse via a secure connection. Students register in the service using their personal online banking ID.

With this service students can send questions to their own school's health care nurse. Consultation is based on a confidential relationship between the student and the health care nurse and is equivalent to a telephone contact or a visit.

More information about the service at: www.rovaniemi.fi/nettivastaanotto

Doctor's services

Doctor's services are provided by student health care and the health care centre's health care teams. The teams also offer emergency appointments to a nurse or doctor; office hours are Mon–Fri 8:00–16:00. Each RAMK student has a treatment team which is determined by the area in which the student's street address is located. The services are also available to RAMK students living elsewhere.

Sairaalakatu health care teams:

Ounastiimi, tel. +358 16 322 4453 (Ounasvaara, Ounasmetsä, Ounasrinne, Pöykkölä)
Uittotiimi, tel. +358 16 322 4454 (City centre, Kirkkolampi, University, Viirinkangas)
Kairatiimi, tel. +358 16 322 4455 (Vanhatori, Kivalonpuisto, Lapinrinne, Vennivaara)
Rovatiimi, tel. +358 16 322 4456 (Kauppatori, Korkalovaara, Vaaranlampi, Karinrakka)

Pulkamontie health care teams:

Saarentiimi, tel. +358 16 322 4575
Etelätiimi, tel. +358 16 322 4555
Pohjoistiimi, tel. +358 16 322 4565

Emergency and first aid services

Lapland Central Hospital's emergency polyclinic Ounasrinteentie 22, Rovaniemi.
Basic public health care emergency cases: tel. +358 16 328 2140, 8:00–22:00.

The emergency polyclinic is intended for treatment of emergency and acute illnesses

and accidents where the nature of the illness or injury warrants treatment within 24 hours. The emergency polyclinic is meant for patients whose illness requires immediate assessment and treatment and which treatment cannot be postponed without posing a significant health hazard.

It is not possible to make an appointment to the emergency polyclinic; waiting time varies according to how busy the clinic is. Access to treatment is not determined by the order of arrival; the emergency staff assesses patients' order of urgency on the basis of their current condition and the nature of their illness.

Urgent cases are also treated by the health care clinic's health care teams, which give appointments within 1–3 days from the patient's contact. In urgent cases requiring a doctor's treatment, students living in Rovaniemi are treated during office hours by the health care team in the area where they live. The office hours of the health care teams are 8:00–16:00 on weekdays.

Night time emergency services

Lapland Central Hospital, first aid
Ounasrinteentie 22
Tel. +358 16 328 2100
22:00–8:00

Only emergency cases are treated at night.

Health care centre fees for students over 18 years of age

Yearly fee € 27.40
Fee per visit € 13.70
Emergency fee € 18.80 weekdays 20:00–22:00;
Saturdays, Sundays and holidays 8:00–22:00
Night time emergency fee, 22:00–8:00, € 27.40 per visit
Uncancelled appointment € 33.80

Dentist's services

Dental health services are arranged by the City of Rovaniemi.

Students are entitled to at least one dental check-up during their study period, where their need for dental health advice and services is determined.

Appointments: tel. +358 16 322 2562. More information is available in Rovaniemi's dentist's offices.

1.12 University study counsellor in Rovaniemi

The university study counsellor's services are intended for RAMK and University of Lapland students. Students who face difficulties, primarily in their studies, should first contact their teacher tutor. However, while studying a student may experience periods when additional support for his/her own wellness and/or progress in studies is necessary.

The university study counsellor provides support to students to facilitate their smooth studies, study skills and wellness.

Students can make confidential visits to the university study counsellor to discuss matters related to their studies or their life's situation which weigh on their mind. The university study counsellor can help students develop their study skills, ponder their goals and motivation or deal with exam problems, use of time or difficulties with the writing process.

Reasons for contacting the university study counsellor may be difficulties with time management or achievement, learning problems, study motivation problems, exam anxiety, capacity to study or stress management. In health-related matters students are advised to contact student health care.

The university study counsellor also organises various courses or groups. Depending on the situation and need, about one to five visits are arranged.

Appointments should primarily be made online at http://www.luc.fi/In_English/University_Study_Counselling.iw3.

Visits without an appointment can be made Mondays and Thursdays 13:00–15:00.

The counsellor can also be contacted by email or directly by phone. Contact information:

University study counsellor

Panu Helle
Jokiväylä 13, room 103, FI-96300 Rovaniemi
Tel. +358 40 484 4076
Panu.Helle@ulapland.fi

For more information and FAQ, see http://www.luc.fi/In_English/University_Study_Counselling.iw3.

In the future the university study counsellor's post will be changed to a study psychologist's post.

1.13 International activities

The goal of RAMK's international activities is to produce international, high-quality competitive degrees; to implement research, development and services; and to educate internationally competent employees to meet companies' needs. As the northernmost university of applied sciences in the European Union, RAMK is a place that sparks international interest. International operation is visible at RAMK in its student, trainee, teacher and specialist exchanges, instruction given in English, and international projects, conferences, theme days and visitors. The focal areas of exchanges are the Barents region, Europe, Asia and the USA.

RAMK's students can complete part of their studies and practical training belonging to their studies abroad. International studies and practical training are supported with grants. Each student at RAMK has an opportunity to participate in international studies even without going abroad. Foreign lecturers visit RAMK and students may have foreign exchange or degree students as classmates. It is possible to complete study units entirely in English. It is also possible to internationalise by becoming an international student tutor or being a sponsor family for international students.

RAMK has a joint international relations office that serves both students and staff in all matters related to internationality. Each campus also has an international affairs co-ordinator.

International Affairs Unit in Rovaniemi
Jokiväylä 11 C
FI- 96300 Rovaniemi
Fax +358 20 798 5497
international@ramk.fi

Director of International Affairs Development
Matti Lempiäinen
Tel. +358 20 798 5727
etunimi.sukunimi@ramk.fi

Coordinator of International Affairs
Sanna Iivari
Tel. +358 20 798 5481

Coordinator of International Affairs
Mari Putaansuu
Tel. +358 20 798 5417

The International Affairs Unit will become part of Lapland University of Applied Sciences' international operation by 1.1.2014.

linneanet.fi). The electronic material is accessible through the Nelli portal.

The library's open hours, services, rules, current bulletins, etc., can be found at <http://kirjasto.luc.fi>.

Library locations:

Lapland University Consortium library
RAMK, Jokiväylä
Jokiväylä 11
FI-96300 ROVANIEMI
Tel. +358 20 798 5427

(Closed until further notice)
Lapland University Consortium library
Tourism
Viirinkankaantie 1
FI-96300 ROVANIEMI

1.14 Library and information services in Rovaniemi

The Lapland University Consortium library operates on RAMK's Jokiväylä campus. The MTI library is closed until further notice. Its collections and services are available in the Jokiväylä library.

The library offers students reference material in both printed and electronic format, instruction and information services, and facilities and work areas. Instruction in information literacy is included in the curriculum in the Introduction to Field-specific Studies study unit, the principles of research and development and the thesis project.

The library's collections are in line with the fields of study, and they include scientific and professional material primarily in Finnish and English. The library's collections can be browsed in the Lapland University Consortium library's Juolukka database (<https://juolukka>.

2 Learning environments in Rovaniemi

2.1 Inno – a learning environment that fosters new know-how and an entrepreneurial method of operation

The pedagogical principles and operating ideology of Inno are based on close co-operation with the tourism industry. Solutions to real problems in working life are sought through learning exercises and projects. Inno's work methods and learning concept combine individual experience-based learning with community learning, which can be called active learning. Such an active role encourages students to develop their own learning and expertise and supports the adoption of entrepreneur-like work methods already when studying.

Active learning emphasises co-operation between students, teachers and representatives from working life, teamwork and organisations as a foundation for learning. The basic skills of active learning are motivational and information acquisition skills, of which the most important skills are supervising one's own learning and ability to assess one's learning. Active learning also emphasises the learner's ability to work together (teamwork), solve problems together, disseminate information and encourage others. Essential is the ability to work interactively and accept the experiences and thoughts of others. Also important from the standpoint of learning are mutual discussions, humanness and solidarity.

Inno operates as an authentically open, multi-field learning environment. It forms a network between RAMK's different campuses and through the Multidimensional Tourism Institute. Its operation also emphasises internationality, as the learning environment offers learning opportunities for students from different countries and cultures.

More information

Inno coaches
Viirinkankaantie 1
FI-96300 Rovaniemi
MTI.Inno@ramk.fi

2.2 Lapland Sales Academy – sales competence in Lapland

The operating model for the Lapland Sales Academy (LSA) was developed in an ESF-funded joint project of the Lapland University Consortium. The LSA focuses on developing competence in marketing, sales and sales support functions. Because sales know-how is strategically one of the main areas of competence in companies and one of the key elements of entrepreneurship, the LSA provides sales coaching for all fields of study at the UAS. As its operation expands, LSA students may also come from the University of Lapland and the region's companies.

The LSA's sales coaching is based on close collaboration with companies and experience-based, working-life-oriented learning. Completion of authentic tasks in working life under the guidance of teachers and company representatives develops students' professional skill, expertise and cooperativeness and helps them create networks with the region's entrepreneurs. The LSA's significance is emphasised above all in B-to-B sales, which is the most challenging to learn in companies.

The LSA's services include sales competition, mystery shopping functions, sales management training and sales handbooks for companies. The LSA's operation also encompasses various studies and development tasks related to marketing and sales. The LSA offers Lapland University Consortium students a common 5-credit sales education entity which is realised in the University of Lapland's entrepreneurship studies, among others.

The LSA is physically located on the Rantavitikka Campus.

More information:

Pirkko Tervonen
pirkko.tervonen@ramk.fi

2.3 ENVI – Virtual Centre of Wellness

The requirements of competence in working life and basic education in the wellness sector and advances in wellness technology have increased educational challenges in both continuing education and basic education. Professional work in the field of health care is multi-professional collaboration. Professional ethics and patient safety must always be foremost in situations involving customers and patients. Competence is based on researched, evidence-based knowledge.

ENVI is an interactive virtual learning environment for practicing practical care and service processes or individual care situations. ENVI simulates multi-sensory, authentic-feeling work situations in the health care and social service sector that promote active thinking and learning while working. In the ENVI - Virtual Centre of Wellness Campus it is possible to safely practice:

- management of rapidly changing situations: rescue, first aid and emergency care; emergency and crisis situations; ambulance transports; care of emergency, intensive care and surgery patients
- professional interaction: speaking about concerns and interaction skills; professionally ethical decision-making; health promotion; patient guidance
- multi-professional teamwork: deepening one's multidisciplinary knowledge base; clinical know-how; medical know-how; planning of care and service; online and structural recording; rehabilitative work
- ability to apply wellness technology: consultation and utilisation of remote technology; online consultation and clinic work; device technology and IT applications in health care; home security and monitoring systems.

ENVI also makes it possible to vary the difficulty of the situations, thus allowing students to acquire new knowledge related to their work. Learning is based on descriptions of the events based on working life, which are implemented using virtual and simulation technology.

2.4 RAKKA Fitness Testing Station

The Ounasvaara Campus has a top-quality, modern RAKKA Fitness Testing Station for measuring and analysing functional capacity and performance. It is a multi-field environment that supports learning in the health care, rehabilitation and sports sectors. It offers good possibilities to integrate theory and practice with the goal of strengthening students' competence. As a learning environment RAKKA enables a flexible learning process that allows different kinds of learners to understand the practices of their own professional field. The top technology of the testing station enables high-quality, reliable research, development and innovation. At the same time RAKKA functions as an information and service point for recreational, professional and top athletes as well as physically active people interested in their own health. It operates in close co-operation with the Lapland Sports Academy, measuring the performance of its students.

RAKKA, the joint fitness testing station of RAMK's Sports and Leisure Studies Programme and the Lapland Sports Academy, is part of the development work of the Ounasvaara Campus, which seeks to create a high-quality, nationally unique centre of learning, research and innovation in the health care, physiotherapy and sports sectors. This development is supported by numerous national and international EU projects and research efforts.

Students at the Ounasvaara Campus work together with teachers and other staff members, customers, partners and specialists in different fields. Through this collaboration ideas become functional innovations, service entities and products that are concretised in students' thesis projects.

2.5 Lapland Sports Academy

The Lapland Sports Academy is a network of educational institutions and co-operating partners, co-ordinated by the coaching centre of the Santasport Institute. The Academy's goal is to successfully integrate athletes' studies and career in sports. One of the main tasks of the Academy is to provide more effective coaching for top athletes and aspiring athletes and support the studies of athletes. The Academy offers excellent circumstances for daily training, extensive coaching services and versatile support in planning and implementing studies. The Lapland Sports Academy has been approved by the Finnish Olympic Committee as a top-level sports academy since 2008.

The Lapland Sports Academy offers its athletes the following services, to name a few: more efficient study counselling, flexible studying, versatile training conditions, training led by a specialised coach (alpine skiing, cross-country skiing, ski jumping, combined skiing, swimming, track and field, football, hockey, volleyball, and other sports together), muscle training, skill coaching, testing, muscle care, massage service, physiotherapy, podiatry, sports nutrition, mental coaching, doctor's services and spa services. Academy athletes studying at RAMK may also receive credits (total 10 cr, 5 cr/yr) by preparing and planning integration of their own studies and sports and by self-evaluating their own performance.

Daytime or adult students who have confirmed their student place at RAMK may apply to the Lapland Sports Academy with a "RAMK application form" at www.lapinurheilukaatemia.fi. The application period ends on 10.9.2013. Students are selected to the Academy from among daytime and adult students on the basis of their sports achievement 11.-13.9.2013. Athletes must apply yearly or indicate their interest in continuing as an academy athlete in connection with their self-evaluation.

You can bring the application form or send it to the Academy:

Lapland Sports Academy

Reijo Jylhä

Hiihtomajantie 2, FI-96400 Rovaniemi

or send it by e-mail to:

firstname.lastname@santasport.fi

2.6 Lapland University Consortium

Rovaniemi University of Applied Sciences and Kemi-Tornio University of Applied Sciences (from 1.1.2014 on Lapland University of Applied Sciences) and the University of Lapland comprise the Lapland University Consortium. Students can complete studies at another HEI within the consortium and include the credits as a part of their own degree programme. The purpose of this procedure is to promote and diversify studies.

Registering for studies

Before participating in a study unit at another HEI, the student should have the studies approved as a part of his/her own degree programme. After the studies are approved, the student must register for the studies using the HEI-specific Webropol form. The registration forms and offered education are posted at http://www.luc.fi/In_English/About_us.iw3. and www.ramk.fi/en/Studying/Learning_environments.iw3.

2.7 Open higher education

Open higher education is arranged in Lapland by Rovaniemi and Kemi-Tornio Universities of Applied Sciences, the University of Lapland and Lapland Summer University, which operates all year round. Open higher education is open to everyone interested, regardless of age or previous education. Open higher education offers academic university Bachelor's and Master's degree studies and UAS Bachelor's and Master's degree studies. The prerequisite for completing UAS Master's degree studies

is a UAS Bachelor's degree or some other applicable higher education degree.

The role of Lapland Summer University is to supplement and diversify study options by offering studies from other HEIs and universities. Language and communication studies, in particular, are offered in the summer; the basic and advanced courses are equivalent to UAS studies. It is possible to influence the palette of studies offered by making initiatives regarding studies of interest.

Open higher education is arranged during the day, in the evening and on weekends. Studies consist of contact teaching, multi-format teaching and online studies. Open higher education corresponds to HEI degree education, so it is possible to transfer credits according to HEI/degree regulations.

Open higher education studies offered, additional information and application instructions are posted on the Provincial University of Lapland's web site at www.maakuntakorkeakoulu.fi.

Rovaniemi and Kemi-Tornio Universities of Applied Sciences and University of Lapland degree students can complete open higher education studies free of charge if there are vacant places after the application deadline. However, priority to attend study units is given to paying open higher education students. Lapland Summer University studies are always chargeable also for HEI degree students. RAMK students should agree on participation in studies with the head of their degree programme before registering.

Additional information:

Rovaniemi University of Applied Sciences/
Open University of Applied Sciences
Seija Enbuske
Jokiväylä 11 C (4th floor)
FI-96300 Rovaniemi
Tel. +358 20 798 5399
avoinamk@ramk.fi
www.ramk.fi/avoinamk

3 Common studies at RAMK

3.1 Entrepreneurship

Rovaniemi University of Applied Sciences (RAMK) encourages the creation of novel product, service and business ideas and entrepreneurship by supporting students' entrepreneurial attitude and realisation of entrepreneurial goals. The Dream Factory learning and operating environment coordinates activity related to entrepreneurship know-how, development of ideas and entrepreneurship, related multi-field collaboration between business and working life and Product Track Service.

What type of support is offered to students?

- Support in recognising business opportunities and finding and crystallising ideas
- Tools for ideation, foresight and development
- Individual guidance and testing of ideas using existing services and environments
- Assistance in productisation, brand creation and service formulation
- Expertise in sales and marketing
- Possibilities to build a multi-field network of experts
- Idea sparring by alumni and mentors
- Support in establishing a business
- Support for students' independent activity in an entrepreneurial community

Multi-field education that enables the birth of ideas

Competence- and problem-based learning promotes students' entrepreneurial activity. Education is based on diversity and orientation to working life, which enable creation of new ideas and bring about encounters and networks that support innovativeness and entrepreneurship. Diversity makes it possible to find and come up with new perspectives and novel product, service and business ideas as well as forms of collaboration and networks.

The university of applied sciences also has a variety of learning environments that support

the birth of ideas, formation of networks and entrepreneurial skills, such as the Wellness Pharmacy, Inno, pLAB Virtual Reality Programming Laboratory and Lapland Sales Academy.

Paths for fostering students' ideas and entrepreneurship

Throughout their studies, students who seek to become entrepreneurs are offered a path to entrepreneurship in the form of the Dream Factory Studies study module (5–15 cr). The content of Dream Factory Studies consists of the following themes: expertise in methodology related to developing an idea; different perspectives on developing the content of an idea, such as brand creation, service formulation and sales know-how; and conceptualising, testing and sparring an idea. The focus is on recognising product, service and business ideas/templates, supporting the birth phase and individually developing ideas in the planning phase—depending on the idea—all the way to starting business operation. A development plan is compiled for each idea, where a case-specific support network and activity is defined for the various phases of development, utilising existing tools, products and services. Ideas selected for fostering may be a student's own business idea or the development idea of an existing company, such as a company in the process of a change of generation or ownership or a potential future workplace.

The idea-specific development plan is incorporated into the student's ISP so that the student can combine and schedule development of the content of the idea as part of his/her studies leading to a degree. The studies can be included in the student's degree programme as either free-choice electives or optional professional studies, or depending on the degree and idea, also as professional studies. Based on ISP discussions the teacher tutor will guide the student on a path to entrepreneurship in the Dream Factory.

The Dream Factory makes Lapland's HEIs' processes that support entrepreneurship and

idea development available to all students. Collaboration increases the availability of choices in study modules and the entire range of education possibilities is made available to students. This supports students' studies and mobility between fields of study and educational institutions.

More information:

Marja Lempiäinen
 firstname.lastname@ramk.fi
 tel. +358 20 798 5708
 www.facebook.com/unelmatehdas

3.2 Free-choice electives

The objective of free-choice electives is to support studying, professional and personal development and multi-professionalism.

Free-choice electives arranged by RAMK are: language and communication studies and general free-choice electives.

Other studies arranged at RAMK as well as studies completed in another university of applied sciences, academic university or, by agreement, some other school may be accepted as free-choice electives.

Free-choice electives included in Master's degree programmes are presented in connection with the degree programmes in question.

3.3 Language and communication studies

University of applied sciences language studies are based on the Decree on UAS studies (352/2003) and language skills (§ 8). The purpose of university of applied sciences language and communication education is to provide students with language and communication skills needed in specialists' jobs in increasingly international business and working life.

Studies emphasise orientation to working life, field-specificity and integration of language and communication studies into professional subjects. The scope of language studies varies by field and degree programme. All the degree programmes include compulsory studies in English and communication as well as Swedish or Finnish. RAMK students may also choose free-choice and optional studies in language, culture and communication offered by the Lapland University Consortium.

The objective of university of applied sciences language and communication studies is to:

- acquire language and communication skills that comply with the requirements set for a university of applied sciences degree
- prepare students for communication situations in working life
- reinforce familiarity with different cultures so that students can function in an international work environment
- offer the opportunity to study several languages and
- motivate students to continuously develop their language skills.

Starting level testing and activation studies in English and Swedish

The starting level requirement for English and Swedish studies is upper secondary school or secondary-level vocational school language skill. At the beginning of their studies all secondary-level vocational school graduates must take a starting level test in English and Swedish. As a rule, all upper secondary school graduates except those with a grade of M, E or L on their matriculation exam must take the test. The starting level test indicates whether the student's starting level skills are sufficient for RAMK's English and Swedish studies. The starting level tests are assessed according to the European Council's pan-European 6-step framework levels A1–C2. Activation studies are recommended for students with a result of A1 or A2 in the starting level test in Swedish and a result of A1, A2 or B1 in the starting level test in English. Students are notified about registration for the study units

VV1A Activation of English and VV1B Activation of Swedish after the starting level tests.

Studies in Swedish and language legislation

The Decree on UAS (352/2003) specifies that students must prove, in the studies included in their university of applied sciences degree or otherwise, that they have acquired such skills in Finnish and Swedish as are, according to the Act concerning the language skill required of a public official (424/2003), required of officials functioning in a bilingual office requiring a higher education degree and which is necessary from the viewpoints of practicing a profession and professional development.

The basic or professional studies of all of RAMK's degree programmes include a study unit of at least three credits in Swedish. Upon completing the study unit(s) satisfactorily, the students' language skill, which complies with the relevant statute, is marked on their certificate as satisfactory or good. The grade is defined as satisfactory if their average grade for the study unit(s) is 1–3 and good if their average grade is 4–5. Oral and written skills in Swedish are assessed separately.

3.4 Schedules of common free-choice electives

Free-choice elective language studies in autumn semester 2013

AUTUMN wks 37–51 9.9.–19.12.2013

LANGUAGE AND COMMUNICATION STUDIES	Code	ECTS cr	Mon 12.30-16.00	Tue 12.30-15.00	Tue 12.30-16.00	Wed 14.00-16.00	Thu 16.30-18.00
Communication Skills in Finnish**	VV1AX	5	Separate schedule				
Intercultural Communication in Finland*	VV7V	5	x			x	
Norwegian 1	VV1N	3		x			
Orientation to Finnish Language and Culture**	VV2N	5	Separate schedule		3 cr		
Russian 1	VV8DF	3		x			
German 1	VV1U	3		x			
Spanish 1	VV1AG	3			x		x
Survival Finnish*	VV7U	5					

* primarily for exchange students, ** for international degree students

Please check on WinhaWille if you have been accepted into the study unit. Check the timetables and more information on WinhaWille and SoleOPS.

Free-choice elective studies in autumn semester 2013

vko/wks 37–51 9.9.–20.12.2013

Free-choice elective studies	Code	Language of study	Op/ects cr	Tue 12.30-16.00	Thu 16.30-18.00
Culture Connected Customer Service	VV3K	ENG	5	Online classes weeks 37–51	
Nature and Economic Life in Lapland, Reindeer Husbandry Case	VV4M	ENG	5	Separate schedule	

Please check WinhaWille to see if you have been accepted into the study unit. Also check WinhaWille and SoleOPS for the schedules and more information.

4
ENGLISH
DEGREE
PROGRAMMES

School of Technology

Degree Programme in Information Technology, 240 ECTS credits

The objective of the Degree Programme

The objective of the Degree Programme in Information Technology is to give the student a variety of possibilities to develop expertise and professional skills in the field of software engineering – by providing sufficient basic knowledge of the implementation, structure and function of software and systems used in the field of software engineering from the standpoint of the student's future profession. Studies emphasize not only expertise in software engineering and competence in practices, but also familiarity with the principles of business operation and general readiness for working life. Studies also emphasize the importance of lifelong learning, the ability to keep up with development in the field of information technology and skill to solve problems that arise in the field.

Learning environments

In addition to the classroom environment, other learning environments include RAMK's laboratories, national and international R&D projects, theoretical studies and practical studies in international exchange programmes. Tools that support learning include the Optima platform, the LearnLinc distance education system, e-mail, videoconferences and video recording. The thesis process is completed as a part of the working life development. Students may also complete their thesis in RAMK's R&D projects. The degree programme's instructors include RAMK's teachers (lecturers, senior lecturers) and local, national and international experts.

RAMK's several laboratories provide students with possibilities to develop their competences in fields of innovation, research and development. Degree programme also provides opportunities where R&D projects are integrated with degree programme's study units. Good examples of R&D integration are study units completed at Arctic Power and pLAB laboratories.

Degree Programme in Information Technology R504D13S

Study module / Study units	Code	1 st year	2 nd year	3 rd year	4 th year
BASIC STUDIES	AMK_PER	30	15	10	
Introduction to Information Technology Studies	R504D11	10			
Mathematical Competence	R504D12	5	10		
Intercultural Language Competence	R504D13	10			
Communication Skills in English for Information Technology	R504D14	5		5	
Science Competence	R504D15		5	5	
PROFESSIONAL STUDIES	AMM	35	35	35	
System Administration Competence	R504D16	10			
Programming Competence	R504D17	10			
Project Competence	R504D18	15			
Software Engineering Competence	R504D19		20		
Product Development Project and Entrepreneurship Competence	R504D20		15		
Mobile Development Competence	R504D21			15	
Project and Management Competence	R504D22			20	
ADVANCED PROFESSIONAL STUDIES (min 20 CUs)	DPITAF			10	10
Game Technology Competence	R504D23			10	
Advanced Game Technology Competence	R504D24				10
Advanced Programming Competence	R504D25				10
Embedded System Competence	R504D26			10	
Network Technologies (Cisco Academic Studies)	R504D27				9
FREE-CHOICE ELECTIVES	VAP_VAL				10
PRACTICAL TRAINING	HARJOITT		10	10	10
Practical Training	R504D28		10	10	10
BACHELORS'S THESIS	OPINNÄ				20
Thesis	R504D29				20

1. study year

THEME: System Administration

The competences of ICT engineers are developed through yearly themes. Basic skills and knowledge are learned during the first year; yearly theme is System administrator. Focus is on logic-mathematic thinking, problem-solving in technical issues and on administrative competences.

STUDY UNITS

Code	Study Units	Ects
R504D11	Introduction to Information Technology Studies	10 cr
R504D12	Mathematical Competence	5 cr
R504D13	Intercultural Language Competence	10 cr
R504D14	Communication Skills in English for Information Technology	5 cr
R504D16	System Administration Competence	10 cr
R504D17	Programming Competence	10 cr
R504D18	Project Competence	15 cr

2. study year

THEME: System Implementer

Professional skills are improved to response for the requirements of the special needs of the field. The focus of competence development is on the operations and functions in system implementation.

STUDY UNITS

Code	Study Unit	Ects
R504D12	Mathematical Competence	10 cr
R504D15	Science Competence	5 cr
R504D19	Software Engineering Competence	20 cr
R504D20	Product Development Project and Entrepreneurship Competence	15 cr
R504D28	Practical Training	10 cr

3. study year

THEME: System Designer

The competences are according to requirements of system design processes. The focus is on requirement specification and design.

STUDY UNITS

Code	Study Unit	Ects
R504D14	Communication Skills in English for Information Technology	5 cr
R504D15	Science Competence	5 cr
R504D21	Mobile Development Competence	15 cr
R504D22	Project and Management Competence	20 cr
DPITAF	Advanced Professional Studies	10 cr
R504D23	Game Technology Competence	10 cr
R504D26	Embedded System Competence	10 cr
R504D28	Practical Training	10 cr

4. study year

THEME: System Developer

The fourth year aims at developing competences for novice professionals in field specific areas. The yearly theme is System developer utilizing and applying professional competences in the field of system development and administration.

STUDY UNITS

Code	Study Unit	Ects
DPITAF	Advanced Professional Studies	10 cr
R504D24	Technology Competence	10 cr
R504D25	Advanced Programming Competence	10 cr
R504D27	Network Technologies (Cisco Academic Studies)	9 cr
VAP_VAL	Free-Choice studies	10 cr
R504D28	Practical Training	10 cr
R504D29	Thesis	20 cr

School of Tourism and Hospitality Management

Degree Programme in Tourism, 210 ECTS

Future Expert in the Tourism Field!

The working life in the tourism and hospitality field now and in the future requires more and more specialists with creativity, innovation and team working skills and naturally with expertise in tourism related subjects where ever you might be working. Our education offers you skills to be able to work in private or public organisations in an international and multicultural environment. Your possibilities to be recruited in the tourism sector include, for instance, working as a Marketing and/or Sales Manager, Operational Manager, Travel Supervisor/Coordinator, Customer Service Manager, Event Manager or a Project Manager/Coordinator. You might even start a business of your own and become an entrepreneur.

Studies and Learning Environment

The Degree Programme in Tourism focuses on giving the students skills and knowledge required in the international tourism industry. The main emphasis and specialisation area in the programme is Tourism Management and Experience Design. We work in close connection with the local tourism business but also with other international degree programmes

of RAMK as well as with the University of Lapland. Being an international programme multicultural issues, internationalisation, field-related core areas such as service design and other business-related subjects are also emphasised. Communication skills and sustainability, entrepreneurship, foresight and safety issues have also an important role because they have been defined in the strategy of MTI (Multidimensional Tourism Institute). Learning methods are versatile and studies are completed in diverse, changing environments enabling our students to work e.g. by using virtual platforms or in close cooperation with the working life through various projects and other development tasks.

Our students are also encouraged to spend their second autumn semester on a study exchange period. Another option is to stay at RAMK and get expertise in issues with a northern aspect. The practical training periods give our students an excellent opportunity to get valuable work experience in the tourism and hospitality industry either in the Lapland area or outside Finland. These periods have partly been scheduled in the summer semester which gives many benefits to our students.

Degree Programme in Tourism R801D13S

Study modules / Study units	Code	1st year	2nd year	3rd year	4th year
BASIC STUDIES	AMK_PER	30	10		
Introduction to Tourism and Hospitality	R801D11	10			
Cultures and Arctic Hospitality	R801D12	10			
Working for Tourism Industry	R801D13	10			
3rd Language Studies	R801D14		5		
Finnish for International Tourism Students	R801D15		5		
PROFESSIONAL STUDIES	AMM	30	40	40	10
Tourism as Global Phenomenon and Industry	R801D16	10			
Basics of Service Business in Tourism	R801D17	20			
Northern Business Environment	R801D18		10		
Tourism Service Design, Marketing and Sales	R801D19		20		
Operational Management in Tourism	R801D20		10		
Experience Design 1	R801D21			5	
Responsible Tourism and Experience Management	R801D22			15	
Experience Design 2	R801D23			10	
Research and Development in Tourism and Hospitality	R801D24			10	
Responsible Destination Management	R801D25				10
FREE-CHOICE ELECTIVES	VAP_VAL		5	5	
PRACTICAL TRAINING	HARJOITT	10	5	15	
Basic Training	R801D26	10	5		
Advanced Training	R801D27			15	
BACHELOR'S THESIS	OPINNÄ				15
Bachelor's Thesis	R801D28				15

1. study year

THEME: Bachelor of Hospitality Management as a Learner

Students value their studies in the field of Tourism and Hospitality Management. They develop their know-how in hospitality, their skills in investigative learning and their basic knowledge and skills in professional competence as a foundation for their own profession. Students become oriented to the Lappish work and operating environments in the field of tourism and hospitality management. They employ investigative learning methods to develop their own personal way of working in a group as a learner, a guide of learning and an evaluator of learning. They are able to take responsibility for their own work and also for the learning process and common tasks of the whole group. They take multicultural issues into account when planning, implementing and assessing their study and work related operations. They apply principles of sustainability in their studies and work-related tasks.

STUDY UNITS

Code	Study Unit	Ects
R801D11	Introduction to Tourism and Hospitality	10
R801D12	Cultures and Arctic Hospitality	10
R801D13	Working for Tourism Industry	10
R801D16	Tourism as Global Phenomenon and Industry	10
R801D17	Basics of Service Business in Tourism	20
R801D26	Basic Training	10

2. study year

THEME: Bachelor of Hospitality Management as an Applier

Students apply their knowledge in the field of Tourism and Hospitality Management in varied operating environments. They develop their business-related skills in tourism service while deepening their competence in programme-specific core areas required of a superior in the field of tourism and hospitality management. Students also broaden their specialisation in international issues by taking exchange studies or their training period in a foreign country or specialising in northern issues in their home institution. They apply an innovative and foresight related approach in their field related studies and tasks. They apply their knowledge of service and experience design.

STUDY UNITS

Code	Study Unit	Ects
R801D26	Basic Training	5
R801D18	Northern Business Environment	10
R801D14 / R801D15	3rd Language Studies/ Finnish for International Tourism Students	5
R801D19	Tourism Service Design, Marketing and Sales	20
R801D20	Operational Management in Tourism	10
VAP_VAL	Free-Choice Electives	5

3. study year

THEME: Bachelor of Hospitality Management as a Developer

Students employ a reflective, investigative and developmental grasp of work to profile themselves as innovative, creative developers in the field of tourism and hospitality management. They have individual-, community- and organisation-level competence required (of a good novice) to develop the field. Students are able to diversely apply their business, development, work community and substance skills in their practical work. They develop their skills in their specialisation area; Tourism Management and Experience Design. They deepen their knowledge in responsible destination management and develop destination experiences. They also produce project and research material according to the requirements of a Bachelor of Hospitality Management.

STUDY UNITS

Code	Study Unit	Ects
R8o 1D21	Experience Design 1	5
R8o1D22	Responsible Tourism and Experience Management	15
R8o1D23	Experience Design 2	10
R8o1D24	Research and Development in Tourism and Hospitality	10
R8o1D27	Advanced Training	15
VAP_VAL	Free-Choice Electives	5

4. study year

THEME: Bachelor of Hospitality Management as a Developer

STUDY UNITS

Code	Study Unit	Ects
R8o1D25	Responsible Destination Management	10
R8o1D28	Bachelor's Thesis	15

School of Business and Administration

Degree Programme in Innovative Business Services, 210 cr

The Degree Programme in Innovative Business Services (IBS) is a degree programme at Rovaniemi University of Applied Sciences (RAMK) with English as the working language. It was planned and implemented in close cooperation with companies and other organisations in the region. The IBS programme is an opportunity for those who are interested in adapting innovative approaches in specific fields of business. Thus, the IBS programme does not put emphasis on seeking innovations, but rather on creating innovative attitudes and approaches in learning and working processes and in entrepreneurial activity.

The IBS programme educates specialists and experts with an innovative and entrepreneur-like attitude for a variety of jobs in the northern business environment. The programme is designed for those who wish to develop their skills in creating business opportunities in the European North: Scandinavia, other countries in the Baltic Sea region, the Barents region and other geographical areas in the Arctic region. The programme focuses on developing know-how for innovative business service opportunities, particularly in SMEs operating in northern and peripheral areas, but it is suitable for other international students as well.

Students learn basic skills relevant for work in business, such as marketing, financial management, law, business communication and project planning. Their knowledge deepens in innovative business projects while they work together with local businesses. During their studies students learn to recognise the challenges particularly of small companies

operating in the northern regions and to find new approaches to business development. Students learn about the possibilities of establishing their own business. Students can improve their international skills by studying or completing practical training abroad.

The IBS programme provides students with extensive and balanced professional skills in the field of business services and cross-border and cross-cultural communication in the region defined as the Northern Dimension. Students obtain skills for understanding the functions and processes of enterprises operating in the region and the special characteristics of the peripheral environment. The focus of professional specialisation is not only on new business opportunities, but also on observing the needs of existing enterprises in subcontracting or outsourcing specific services that support their core business.

The advantage of the programme is its unique environment. Students study in a multinational student group, in an innovative learning environment that combines theory and practice and modern facilities with advanced technologies that support effective learning. The studies are implemented in close co-operation with the working life of different industries in the region. The programme encourages development and implementation of innovative business ideas in joint projects with businesses, locally and across borders. Implementation of studies may take multiple forms: in-class studies as well as field activities such as practical training in a company and field trips in the region, an international exchange period and virtual studies.

Degree Programme in Innovative Business Services R307D13S

Study modules / Study units	Code	1 st year	2 nd year	3 rd year	4 th year
BASIC STUDIES	AMK_PER	10			
Introduction to Business Studies	R307D11	10			
PROFESSIONAL STUDIES	AMM	50	40	35	10
Northern Business Environment	R307D12	20			
Business and Entrepreneurship	R307D13	20			
Basics of Research and Development as Innovation Tool	R307D14	10			
Business Planning	R307D15		20		
Business Management	R307D16		20		
Advanced Entrepreneurial Skills and Innovation Methods	R307D17			20	
Service Innovation	R307D18			15	
International Marketing and Sales	R307D19				10
FREE-CHOICE ELECTIVES	VAP_VAL				
PRACTICAL TRAINING	HARJOITT		15	15	
Practical Training	R307D20C		15		
Advanced Training	R307D20D			15	
BACHELOR'S THESIS	OPINNÄ		5		15
Bachelor's Thesis	R307D30		5		15

1. study year

THEME: Business Freshman

The students are able to recognize specifics of northern business environment and have basic knowledge of doing business in the region.

STUDY UNITS

Code	Study Unit	Ects
R307D11	Introduction to Business Studies	10
R307D12	Northern Business Environment	20
R307D13	Business and Entrepreneurship	20
R307D14	Basics of Research and Development as Innovation Tool	10

2. study year

THEME: Business Assistant

The students are able to create a business plan for micro businesses and they have the knowledge on how to manage a business.

STUDY UNITS

Code	Study Unit	Ects
R307D15	Business Planning	20
R307D16	Business Management	20
R307D20C	Practical Training	15
R307D30B	Bachelor's Thesis	5

3. study year

THEME: Business Innovator

The students are able to adopt entrepreneurial and innovation skills in business projects.

STUDY UNITS

Code	Study Unit	Ects
R307D17	Advanced Entrepreneurial Skills and Innovation Methods	20
R307D18	Service Innovation	15
R307D20D	Advanced Training	15
VAP_VAL	Free-Choice Electives	10

4. study year

THEME: Business Developer

The students have business development skills and knowledge in their specialization areas

STUDY UNITS

Code	Study Unit	Ects
R307D19	International Marketing and Sales	10
R801D30A	Bachelor's Thesis	15
VAP_VAL	Free-Choice Electives	5

Notes