# Learning services

Planning your studies in Building Technology (CIV)

7 September 2021 Katri Koistinen



Aalto-yliopisto Aalto-universitetet Aalto University



# **Essential tools and IT services**

check Aino Roms presentation on 6<sup>th</sup> September for details https://mycourses.aalto.fi/mod/folder/view.php?id=466692



# Your important tools

- Information related to your studies: contact information, instructions, academic rules and regulations
- into.aalto.fi → Bookmark the page of your programme!

## **MyCourses**

Course spaces, news and materials
mycourses.aalto.fi

## **Sisu**

Into

- Personal study plans
- Course descriptions, registering for courses and exams, official electronic transcripts
- Personal schedules
- sisu.aalto.fi



# **Planning your studies**

- Degree structure and courses
- Personal Study Plan (PSP)
- Credit transfer
- Language requirements
- Practical training
- Academic advising
- Contact information



# Into.aalto.fi

Koronavirus - tietoa opiskelijalle Coronavirus - information för studerande Coronavirus - information for students

## Your study guide – bookmark it!

- Curriculum
- Planning your studies
- Contact

<b>A?</b>	Aalto University School of Engineering
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#### Master's Programme in Building Technology

> How to apply
> Starting your studies
> Key dates
> Curriculum 2020-2022
> Curriculum 2018-2020
> Previous curricula
> Planning your studies
> Completing your master's thesis
> Graduation
> Career planning
> Feedback and surveys
> Applications and annual enrolment

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### > Contact

### **Building Technology**

The Master's Programme in Building Technology is organized by the School of Engineering. It is a two yearprogramme (120 ECTS) that offers students comprehensive academic and professional knowledge of different disciplines within civil engineering.

The programme deals with sustainable design, construction, use, and maintenance of civil engineering structures, such as buildings and bridges. With its five main themes – structural engineering, building performance, construction management, production and maintenance, and structures and architecture – the programme provides students with knowledge and skills essential to their future careers in industry, research, education or authority.

These pages include all relevant information regarding the curriculum, planning of your studies, graduation and other study related issues for the students in the programme.

Please see the Department of Civil Engineering for more information on cooperation with industry and partners in the field of building technology.

# News Marketing & Society course in period II 6 hours ago Having trouble with Sisu? Check out this guide on how to sign up for Startup Experience course! 03.09.2021

ENG: Letter from vice dean professor Jani Romanoff

# Personal study plan

- The personal study plan is created in online portal called Sisu (sisu.aalto.fi)
- Remember to use study right under "my educations" when creating your plan
- Create your first version of PSP during the orientation week to be able to register to the courses in the first period
  - Help in CIV: Katri Koistinen& Harri Långstedt
  - IF you have received a scholarship, you need to create it before end of October
- It is always possible to modify the study plan



### **Read at least this**

https://into.aalto.fi/display/enciv/Planning+your+studies

## Sisu help https://wiki.aalto.fi/display/SISEN/SISU



# Credit transfer

- It is possible to transfer credits from your previous studies, though NOT from the degree you applied to Aalto with
  - Possible: additional courses you completed but were left outside your previous degree, language studies, summer courses etc.
- Eventual exchange studies are brought back to Aalto through credit transfer
- Typically, transfered credits will form a part of your elective studies
- In some cases it is possible to include studies completed elsewhere into your major studies
  - A supporting statement from a professor is required
- DO NOT HURRY to fill your degree



# **Practical training**

- You can earn credits for work experience that is related to your studies
  - Summer jobs, internships, research assistant positions..
- Two weeks of full-time work (37,5–40 h per week) equals 1 credit (max.
   10 weeks = 5 cr)
- More information in MyCourses: ENG-E1010 Practical training
- Max 5 credits can be included into electives



# How to contact us

General questions: <a href="mailto:studies-eng@aalto.fi">studies-eng@aalto.fi</a>

Study advisers: <u>advisors-eng@aalto.fi</u>

Programme specific questions: coordinator or planning officer <u>harri.langstedt@aalto.fi</u> or <u>katri.koistinen@aalto.fi</u>

Prefer your aalto-email, remember to tell your programme (for example, CIV) and remember to tell your student number



# **Contact information in CIV**

### • Mr Harri Långstedt, Study Coordinator

- Personal study plans
- Thesis process
- Graduation
- Applications for study right extention
- Ms Katri Koistinen, Planning Officer
  - Student guidance
  - Credit transfer issues
  - Admissions
  - Accessibility contact person in ENG
- <u>https://into.aalto.fi/display/enciv/Contact</u>



# Individual study arrangements

- Each Aalto student has a right to reasonable individual study arrangements due to an impairment restricting his/her ability to study or other health condition.
  - For example: dyslexia, sensory impairment, mathematical learning difficulties, attention deficit and hyperactivity disorder, autism spectrum disorders or mental disorders
- The measures for making individual study arrangements are individual solutions to course teaching, examinations and working methods.
  - For example: extended exam time, separate exam room, modified schedule, alternative ways of assessing learning outcomes
- Please contact your Learning Services in your school and book an appoitment! Additional information and contact details for individual study arrangements: <u>https://www.aalto.fi/en/services/contact-information-for-individual-study-arrangements</u>

