



UNIVERSITY OF ICELAND



Guide for International Students 2017-2018



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Introduction

International and unique

The University of Iceland has been the centre of knowledge in Iceland for more than a century. Continuous development and a clear vision for the future are, and will continue to be, the strength of the University.

The University of Iceland is a public university, situated in the heart of Reykjavík, the capital of Iceland. A modern, diversified and rapidly developing institution, the University offers opportunities for study and research in over 400 programmes spanning most academic fields: Social Sciences, Health Sciences, Humanities, Education, Engineering and Natural Sciences. The University of Iceland is the only university in Iceland offering undergraduate and graduate programmes in all its fields, including doctoral degrees.

Some of the resources available at the University are uniquely Icelandic. These include the medieval manuscripts preserved at the Árni Magnússon Institute for Icelandic studies, the Icelandic census records dating from 1703, the exceptionally complete genealogical data and extensive climatological, glaciological, seismic and geothermal records.

The academic staff at the University of Iceland maintain excellent international relations and many of them are leaders in their respective fields within the international scientific community. Furthermore, the University of Iceland has made numerous agreements with outstanding international universities and research institutions on student and faculty exchanges as well as research cooperation.

All of the University's students have the option of taking part of their studies at universities overseas. A large number of international students are enrolled at the University of Iceland, and their number is growing. The University employs many international academics and scholars, and brings in lecturers from abroad almost on a daily basis. Hence, the University is a vibrant and multi-dimensional community.



International Office

The International Office oversees and manages the international affairs of the University. The office provides information and assistance to incoming international students and academic staff. Please do not hesitate to contact us or visit the office in case you need assistance.

University Centre (3rd floor), Sæmundargata 4,
101 Reykjavík. Tel: +354 525 4311
Email: ask@hi.is

Opening hours: Mon–Fri 10–12 and 12:30–15

Planning Your Study Abroad

At the University of Iceland, we welcome a large and increasing number of international students every year.

Embarking on studies at a university in a foreign country will be a challenging life experience. Many of the questions you will have are addressed in this brochure. You will find extensive information on courses, services and social activities at the University website, english.hi.is.

Admission – International degree seeking students

Information for international degree seeking students and an application for admission can be found online at english.hi.is/university/international_students_0

The deadline for international students (other than exchange students) to apply for undergraduate and graduate studies is **February 1st** (for the following academic year). Students from the Nordic countries are exempted and may apply for undergraduate studies until **June 5th** (with the exception of the *Icelandic as a second language* programme, for which the deadline is February 1st for all students).

Admission requirements

Students must have completed a matriculation examination or the equivalent to be considered for admission for undergraduate studies. For entry requirements see english.enicnaric.is/entry-requirements.html

Specific faculty rules apply for admission requirements for master's and doctoral studies. Please refer to the Graduate school website: midstodframhaldsnams.hi.is/english

Fees

The annual registration fee for the UI is ISK 75,000. There is additionally a 50€ application fee for citizens of countries outside the EU/EEA. The fee is charged as part of the online application process and is payable by credit card only. The handling and processing fee is NOT refundable.

Admission – Exchange students

Please note that the application process is different for exchange students than international degree seeking students, with different deadlines.

All prospective exchange students should begin the process by contacting their home university. They must have completed at least 60 ECTS credits (one year of studies), and there must be a student exchange agreement between the home institution and UI.

The student applies to the home university, and if she/he is accepted the home university exchange coordinator will nominate the student to UI. UI will email all relevant information on the application process to nominated students.

Application deadline for the Autumn semester and a full academic year is **March 1st** (EEA citizens: **May 1st**).

Deadline for the Spring semester is **August 1st** (EEA citizens: **October 1st**).

Further information can be found on english.hi.is/university/international_exchange_students

Student registration and permit

All international students must meet the requirements set by either the Directorate of Immigration (i. *Útlendingastofnun*) or Registers Iceland (i. *Þjóðskrá*), depending on their citizenship, see below.

Non EU/EEA citizens – Student residence permit

Students that are citizens of countries outside the EU/EEA, regardless of length of stay, must obtain a student residence permit before entering Iceland. Students apply directly to the Directorate of Immigration (www.utl.is). The application and all supporting documents must have reached the Directorate no later than July 1st for the Fall semester and no later than November 1st for the Spring semester, in order to grant the permit before the semester starts. See english.hi.is/university/student_residence_permit_for_non_eeaefta_citizens. An announcement stating the granting of a residence permit is sent to the student with detailed information.

Upon arrival the student must go to the Directorate of immigration and have his photo taken in order to be issued a residence permit card. The student may also need to undergo a medical exam within two weeks from entering Iceland, see the Directorate of Health.

Once the Directorate of Immigration has processed the complete application a student residence permit is issued and the student will receive a residence permit card and Icelandic ID number (kennitala) within 10 days.

Permits for students are issued for six months at a time (one semester), except for PhD students, who are issued permits for one year at a time. It is the student's responsibility to apply for a renewal of the permit at least four weeks before it expires.

EU/EEA and Nordic citizens staying for ONE semester only

EU/EEA and Nordic citizens staying for one semester only, do not need to register their residence in Iceland and will not be issued an Icelandic ID number. Students can go directly to the Service Desk at the University Centre (i. Háskólatorg) and will be given a user name and password to access the University intranet (UGLA). Passport or other valid ID is needed.

EU/EEA and Nordic citizens staying for MORE than one semester

EU/EEA and Nordic citizens staying for more than one semester must register their residence in Iceland at Registers Iceland immediately upon arrival. An Icelandic ID number (kennitala) will be issued but please note that this can take up to five weeks. It is important to go directly to the Student Registration Office to apply for a temporary Icelandic ID number

in order to gain access to the the University Intranet. Passport or other valid ID is needed. Processing of the temporary ID number takes three weekdays. Once the ID number has been issued the Service Desk at the University Center (Háskólatorg) will provide an access code to the University intranet (UGLA).

Work permit

A special work permit is not required for EU/EEA citizens. Students that are non EU/EEA citizens may apply for a work permit for employment of up to 15 hours a week (40%), but cannot work until the work permit has been approved, see www.utl.is. Please note that it is not recommended to apply for a work permit at the same time as a student permit, unless a student has a written employment contact and a complete work permit application.

Health issues

European citizens

European students must bring their European Health Insurance Card (EHIC) and the insurance form E-104. This is proof that they are entitled to health insurance in their home country. For further information or if in doubt, see the website of the Icelandic Health Insurance, sjukra.is/english, or contact international@sjukra.is

Citizens of countries other than EU and EEA

Students from non-EU/EEA countries should have health insurance from an insurance company in

their country that is licensed to operate in Iceland, or purchase medical insurance from an Icelandic insurance company covering at least 2,000,000 ISK valid for the first six months of their stay. Please note that there is a deductible, often around 50,000 ISK. Applicants for a student residence permit coming from Central and South America, including Mexico, non-EEA European countries, Asia or Africa must undergo a medical examination.

If the applicant, in the opinion of a physician, has a valid medical certificate from the applicant's home country, which has been issued less than three months earlier, the applicant does not have to undergo a medical examination. Applicants from the EEA, Australia, New Zealand, Switzerland, USA, Canada and Israel do not have to submit such a medical certificate. For further information see landlaeknir.is/english/working-in-iceland

Students in need of a medical examination can go to the Division of Communicable Disease Control, at Þönglabakki 1, 109 Reykjavík or any other Primary Health Care Clinic. The health check includes testing for tuberculosis, HIV and other infectious diseases. The results are sent directly to the Directorate of Immigration. The cost is approx. 20,000-30,000 ISK. For more information see heilsugaeslan.is. You can make appointment by phone +354 585 1390 weekdays from 8:30 to 16:30. It is strongly

recommended that you make an appointment before arrival in Iceland.

Persons who have been legally resident in Iceland for six months become members of the Icelandic social insurance system. This applies unless intergovernmental treaties say otherwise.

Housing

While it is, of course, best to secure accommodation before moving to Iceland, this may not always be possible. If students need temporary accommodation during their first days in Iceland, a guesthouse or a youth hostel may be the best short-term solution while looking for more permanent housing. For a list of hotels and guesthouses in Iceland, we suggest the websites accommodation.is or hotelscombined.com

Rentals

The University of Iceland does not provide or guarantee housing for students. The supply of on-campus housing is very limited and most students live off-campus. The rental market in Reykjavík is challenging, but the following options may be helpful.

- **On-campus housing**

The Student Housing (www.studentagardar.is/Rent-system) offers limited supply of on-campus housing for students at University of Iceland. Online applications for the fall semester open on 1 June and on 1 October for the spring semester.

- **Off-campus housing**

The Student Agency (www.fs.is/en/student-agency) is an online interactive resource for students seeking jobs or off-campus housing. Landlords advertise housing, students select accommodation from the listings (Rooms and apt. for rent) and subsequently contact the landlord directly.

Please note that neither the Student Services nor the University of Iceland guarantee the rentals, and students rent at their own risk.

- **Rentmate** (www.rentmate.is) is a new company that assists international students in finding accommodation and to find rentmates to share apartments with.

- **Housing Anywhere** (housinganywhere.com) is a housing platform where people can rent out rooms to international students. Outgoing exchange students can rent out their rooms when they go abroad and incoming students can rent these rooms.

You should expect to pay from approximately 70,000 ISK and up per month for renting a single room with access to a kitchen and bathroom.

When renting a flat or a room, you normally pay a month in advance and a security deposit. **You should always have a written, signed lease.** Note that oral contracts have a notice period of one month. For more information on leases or to print out a lease in English go to eng.velferdarraduneyti.is/forms.

Mentor system

To help international students get a good start, the University of Iceland in collaboration with the Student council has a well-organised mentor system. The main task of the mentor is to provide the student with practical information about the University of Iceland and Icelandic society, as well as to introduce her/him to the students and student life in general. Students will be instructed on how they can sign up for a mentor.

Climate in Iceland and what to pack

The climate in Iceland is characterized by sudden changes in weather and temperature, and the daily weather is often unpredictable. In the summer the temperatures may not rise much above 10 - 12°C and it may be windy and wet. The average temperature in winter is just above freezing, but again it may be windy and cold. You will need to pack warm clothing – a warm coat, wool sweater and

waterproof shoes or boots are advisable. Do not forget your swimming suit, in Iceland you swim in the outdoor geothermal pools year round.

Remember to pack

- Tickets, insurance papers and other documents required for the residence permit, i.e. documentary evidence that you have enough money to support yourself while studying in Iceland (a recent bank statement or proof of scholarship)
- Passport (check that the passport is valid for three months longer than your expected stay in Iceland)
- Acceptance letter from the University of Iceland and other relevant documents
- Sheets, blankets, duvet and towels (check with your landlord what is included in your housing)

Cancellation of admittance

Exchange students should notify the International Office immediately, if for whatever reason, they may not be able to come to the University of Iceland after having been admitted.

International degree seeking students should be aware that registration fees are by law non refundable.

Academic year

The academic year is divided into two semesters, Autumn and Spring, each semester lasting thirteen weeks. The academic calendar varies somewhat from one faculty to another. The Autumn semester begins in late August / early September with examinations in December, while the Spring semester begins in early January with the examinations completed by the middle of May. The academic calendar can be accessed on english.hi.is/university/academic_calendar

Course catalogue

The course catalogue (i. *kennsluskra*) contains detailed information about courses, programmes and the language of instruction. In addition to the above, the course catalogue provides information about the University's administration and faculties, the academic year, registration, fees, examinations and various other issues of concern to students.

See ugla.hi.is/kennsluskra

Subjects and credits

University of Iceland uses ECTS credits where 60 ECTS credits amount to one year of fulltime studies. Exchange students should be fulltime students with 30 ECTS credits per semester. Exchange students can select a combination of 60/40 percent where the 60 percent of their course selection should be in their major and according to their nomination.

material/curriculum will prepare the student for examinations in a subject at different levels.

University of Iceland uses ECTS credits where 60 ECTS credits amount to one year of full-time study.

Degree seeking students with citizenship outside the EU/EEA that plan on staying in Iceland for more than 3 months, must be registered for full-time studies (30 ECTS credits per semester).

Grading system

Grades are awarded on a scale of 0-10 in steps of 0.5.

9.0 to 10.0	First class with distinction
7.25 to 8.99	First class
6.0 to 7.24	Second class
5.0 to 5.99	Third class
<5	Fail

english.hi.is/university/credit_system_and_grades

Students access their grades in the Ugla intranet, under "My courses".

Language of instruction

In general, the language of instruction at the UI is Icelandic. Several faculties offer some courses taught in English, as well as full programmes at graduate level taught entirely in English.

Please note that **proof of English proficiency requirements** may apply to applicants whose native language is not English. Further information on programmes and courses is available in the course catalogue.

Icelandic language and culture courses

Two programmes are offered in Icelandic as a second language at the Faculty of Icelandic and Comparative Cultural Studies. The BA programme in Icelandic as a second language and the Practical Diploma in Icelandic as a second language. The application deadline for the following academic year is **February 1st**.

- **BA programme in Icelandic as a second language.** Access to this route is through a qualifying examination held at the beginning of the Autumn semester. Skills tested are similar to those in the open course *Icelandic Online 1 and 2*, icelandiconline.is

- **Practical Diploma in Icelandic as a second language.** The programme is to provide students with general language proficiency in Icelandic. It is aimed at beginners. Exchange students that are registered in other academic programmes can also take one or more courses from the programme.

Intensive language preparation course in Icelandic

The University Centre of the Westfjords offers an intensive three week course in Icelandic language and culture in August, especially designed for exchange students and other international students. They offer other intensive Icelandic language courses throughout the year. For further information, see uwestfjords.is/icelandic_courses.

History of Iceland – a course for exchange students

The Faculty of History and Philosophy offers the course *Introduction to the History of Iceland: From Settlement to Modern Times*. The course is intended to introduce students to the history of Iceland from settlement in the ninth century to modern times providing an overview of events and developments during this long period. Political, social, economic and cultural aspects will be examined by way of key themes. For further information see ugla.hi.is/kennsluskra/index.php?tab=skoli&chapter=content&id=24273&version=current. The course is open for all exchange students.



Arriving in Reykjavík

We recommend that students arrive in Reykjavik at least a week prior to the beginning of the semester (see the Academic Calendar at english.hi.is/university/academic_calendar) This will give students time to finalize their registration in Iceland (see below), settle in, and get acquainted with the city before starting classes.

Orientation days

Orientation Days for International Students are held at the beginning of the semester. The aim of the Orientation Days is to introduce students to education, practicalities and life at the University of Iceland. It is also to help students familiarize themselves with the campus, meet people and find out where to get assistance.

Registration/student residence permit

You must act immediately upon arrival, and finalize your registration in Iceland.

Non-EU/EEA citizens

Students that are citizens outside of EU/EEA and have applied for a student residence permit to the Directorate of Immigration as required before arrival, have to go to the Directorate of Immigration

with their passport to get their picture taken. Students must submit a housing certificate within two weeks of arrival. Some students are required to undergo a health check (see Health issues on page 11).

EU/EEA and Nordic citizens staying for ONE semester only

EU/EEA and Nordic citizens staying for one semester only, do not need to register their residence in Iceland and will not be issued an Icelandic ID number. Students can go directly to the Service Desk at the University Centre and will be given a user name and password to access the University intranet (UGLA). Passport or other valid ID is needed.

EU/EEA and Nordic citizens staying for MORE than one semester

EU/EEA and Nordic citizens staying for more than one semester must register their residence in Iceland at the Registers Iceland immediately upon arrival. An Icelandic ID number (kennitala) will be issued but please note that this can take up to five weeks. It is important to go directly to the Student Registration Office to apply for a temporary Icelandic ID number in order to gain access to the the University Intranet. Passport or other valid ID is i needed. Processing of the temporary ID number takes three weekdays. Once the temporary ID number has been issued the Service Desk at the University will provide an access code to the University intranet (UGLA).

Icelandic ID number - Kennitala

Once your registration/student residence permit is complete you will be issued an Icelandic ID number (*kennitala*), that is administered by the Registers Iceland. It is composed of 10 digits; the first six digits are your date of birth in the format *ddmmyy*.

Please note that EU/EFTA students staying for one semester only will be issued a University ID number.

Registration at the University of Iceland

Once you have been registered in Iceland and issued an ID number you can go to the website nynemar.hi.is to get your username and password providing access to the intranet Ugla, computer labs and internet connections. You can also request it at the University's Service Desk, located in the University Centre. Please bring your personal identification, e.g. passport.



Ugla - intranet and email

The intranet of the University is called Ugla (e. Owl), where students and staff have access to various tools for their studies and work. Ugla is a powerful network of information, instructions and services available to the University's students and staff, and serves as one of their primary working tools.

See further information on Ugla on the Computing Service's website: rhi.hi.is.

Once you have obtained your username and password for Ugla you can change your course selection. If you need assistance you may also send an e-mail to the Student Registration, nemskra@hi.is. Exchange students need the permission of their respective faculty when registering for courses at the graduate level. The last day to revise your course selection is **September 10th** in the Autumn semester and **January 21st** in the Spring semester. **Your timetable is available in Ugla under My Ugla.**

Your username is also part of your e-mail address at the University, e.g. a student with a username abc1 has the e-mail address abc1@hi.is. **It is essential that as soon as you get your e-mail**

address, you start checking it frequently so that you will not miss any important messages. Teachers and administrative staff expect students to use Ugla on a daily basis and read their e-mail regularly as most announcements are sent out electronically. Should you prefer to use another e-mail address you must forward your e-mails from your University of Iceland e-mail to that address.

If a web-key or password is misplaced students can get a username and password at the University's Service Desk.

Student Services & Student Life

Living and studying away from home can be a challenging experience, particularly in the beginning of your stay. The staff at the University of Iceland is happy to help you, or to point out where you can get assistance.

Service Desk at the University Centre

The Service Desk (i. *Þjónustuborð*) at the University Centre serves as a reception for all service units located at the University Centre, and is consequently the first port of call for students that are in need of services of any kind. Students can collect information on academic programmes, buy print quota and acquire various certificates and academic career transcripts. Students can also turn to the IT help desk at the University Centre for assistance in connecting to the network, printing, etc.

The Service Desk opening hours are Mon-Thur 8:30-17 and Fri 8:30-16. Summer hours: Mon-Thur 8:30-16:30 and Fri 8:30-16. Tel. + 354 525 5800, fax +354 525 5802, email: haskolatorg@hi.is.

Student Registration

The University of Iceland's Student Registration (i. *Nemendaskrá*) oversees registration for all students, their course selection and their academic progress, examination and grades.

The Student Registration is located in University Centre, level 3. Tel. +354 525-4309, Fax.: +354 525-4317, email: nemskra@hi.is.
Opening hours: Mon-Fri 9-12 and 12:30-15.

International Office

The International Office (i. *Skrifstofa alþjóðasamskipta*) oversees and manages the international affairs of the University. The office provides information and assistance to incoming international students and academic staff. It also serves UI students that are going on student exchange through ERASMUS, NORDPLUS or bilateral student exchange cooperative agreements.

The International Office organises the Mentor system for incoming international students in cooperation with the Student Council.

The office is located in the University Centre (3rd floor), Sæmundargata 4, 101 Reykjavík. Tel: +354 525 4311, email ask@hi.is.

Opening hours: Mon–Fri 10–12 and 12:30–15.

School and Faculty Offices

Individual school and faculty offices provide all necessary information about the organisation and arrangement of different programmes, including information on timetables, regulations concerning the arrangement of study, individual courses, examinations, projects, submissions, regulations concerning the faculty, and foreign exchanges. They also offer assistance with course selection. Please see english.hi.is for information on the location of individual school and faculty offices and office hours.

National and University Library of Iceland

Students at the University of Iceland have access to the most extensive and comprehensive library in the country – the National and University Library

of Iceland. Students receive a library card free of charge, which grants them access to electronic data banks, all final theses submitted by students at the University, and more.

The Library also operates a number of branches and specialised libraries on campus. For further information see landsbokasafn.is

Winter opening hours: Mon–Thurs 8:15–22, Fri 8:15–19, Sat 10–17, Sun 11–17.

Summer opening hours: Mon–Fri 9–17, Sat 10–14, Sun closed.

Computing Service

The Computing Service of the University (i. *Reiknistofnun*) maintains and supervises the University's computer systems. It services, installs and operates computer networks and servers, and looks after Internet connections for the University's students and staff. The Computing Service operates a telephone service and an IT Help Desk that is located next to the Service Desk in the University Centre.

Tel: +354 525 4222, email help@hi.is – rhi.hi.is

Opening hours: Mon–Fri 8–16.



University Student Counselling and Career Centre

The University Student Counselling and Career Centre (USCCC) (i. *Náms- og starfsráðgjöf Háskóla Íslands*) provides the University's students with various kinds of support and services while studying at the University, such as advice on course and programme selection, study skills and resources for disabled students or students with special needs.

The USCCC office is located on level 3 of the University Centre, phone: +354 525-4315, email: radgjof@hi.is. Students can book an appointment with a counsellor or come during drop-in hours. Further information on the service can be found on the USCCC website nshi.hi.is/

Opening hours: Mon–Fri, 9-12 and 13-16. Open counselling hours: Mon–Thurs 13–15:30 and Fri 10-12. Students can also book an appointment via phone.

Icelandic Student Services

Icelandic Student Services (i. *Félagsstofnun stúdent*a) is a company catering to service the students at UI, with the main goal of offering students good service at good value.

The University Bookstore provides students with textbooks, office supplies, books and magazines.

Course reading lists for most courses can be accessed at the store's website boksala.is and orders made directly from the lists. A convenience store and a café are located inside the bookstore. The University Bookstore is located at University Centre, but a smaller store is located at the Stakkahlid campus.

Tel: +354 570 0777, email boksala@boksala.is - website boksala.is

Winter opening hours: Mon–Fri 9–18. Summer opening hours: Mon–Fri 9–17.

The Student Housing provides various sorts of housing. Most of the Student Housing is located on campus, but the availability is very limited. Further information at studentagardar.is

Off Campus Housing The Student Agency is a resource for students seeking accommodation, jobs; summer, part-time and temporary jobs. See fs.is/studentamidlun

Icelandic Student Services preschools are located in the Student Housing area serving children from 6 months to 6 years. To apply your child needs to have an Icelandic ID number (i. *kennitala*).

Student Cafés are located in six buildings on campus. The cafeteria **Háma** is located at the University Centre and in Stakkahlíð.

The Student Cellar (Stúdentakjallarinn), a student bar and restaurant, is located at the University Centre.

Student Council

The role of the Student Council (i. *Stúdentaráð Háskóla Íslands - SHÍ*) is to protect and promote the interests of students at the University of Iceland and to be their advocate both within and outside the University. The Student Council deals with a variety of issues and provides students with assistance and information upon request.

A part of the services the Student Council offers is directed towards the needs of international students. The aim is to make international students feel welcome and to help them to adjust to student life at UI. The Student council organizes the Mentor system for international students in collaboration with the International Office.

University Centre, 3rd floor.

Tel: +354 570 0850, email: shi@hi.is -

studentarad.is

Opening hours: Mon–Fri 9–17

Student Cards - All students at UI can apply for a student card on the University's intranet, Ugla. The cards are access cards to the university buildings

and also serve as an ID card providing various student discounts. Students apply for this card on the University's intranet, Ugla and they can be picked up at the Service Desk.

Student Associations

Student associations are responsible for social activities and happenings for students throughout the academic year. There is usually a society within each Faculty, but there are also various related associations, such as the Association of Gay Students and the Association of Christian Students. There is a Student Theatre Group, a University Choir, University Dance Group and many other interesting and fun groups that students can take part in.

ESN Reykjavík

ESN Reykjavík is a part of a European network called ESN (Erasmus Student Network); despite its name, all international students (not only Erasmus students) are welcome to become members. With more than 280 local sections in 34 countries, ESN offers services to over 150,000 students. Membership card (ESN Card) grants discounts and events in all active ESN countries.

ESN Reykjavík focuses mainly on making the experience of international students more fun and exciting. For more information, see esnreykjavik.com.

University Sports Centre

All students at the University of Iceland may use the University Sports Centre (i. *Íþróttahús*) on the main campus for a nominal fee, see english.hi.is/university/sports_facilities.

University Cinema

UI students receive a 50% discount off the first film screenings each day at the University Cinema (i. *Háskólabíó*), upon presentation of their student cards.

Open University

Lectures, symposiums, conferences and other events under the auspices of the University are open to the public year-round. Many of these events are in English, and students are especially invited to take part. A list of events is available at hi.is.



Living in Iceland

Iceland – New and different

Iceland is an island of 103,000 km² (39,756 sq. miles). Its highest peak, Hvannadalshnjúkur, rises to 2,109 m, and over 11 percent of the country is covered by glaciers.

Iceland means new and different things for you to see and do, whatever the season. Every part of the year has its own special attractions, character and charm. And don't let the name deceive you – Iceland can be very warm in summer when the sun shines virtually round the clock, while January temperatures are around 0°C.

Reykjavík – Pure energy

Reykjavík is a city of striking contrasts where international influences mingle with Icelandic national traditions. A unique culture where old embraces new.

Whatever your interests, Reykjavík has something to offer. Whether you are seeking the bustling energy of a cosmopolitan city, rich cultural life, the thundering thermal energy in the ground beneath your feet or the quiet green energy of the landscape surrounding the city, Reykjavík promises a memorable stay.





Public holidays

1 January, New Year's Day

Maundy/Holy Thursday

Good Friday

Easter Sunday

Easter Monday

First day of summer, usually the third Thursday in April

1 May, Labour Day

Ascension Day

Whit Monday

17 June, National/Independence Day

First Monday in August, Commerce Day (Bank Holiday)

24 December, Christmas Eve, from noon

25 December, Christmas Day

26 December, Boxing Day

31 December, New Year's Eve, from noon

Currency

The Icelandic unit of currency is the króna, abbreviated ISK. You can check the rate of the ISK at e.g. [gengi.is](https://www.gengi.is). You can exchange the most common foreign currencies in banks. ATMs are widely found.

Credit and debit cards are commonly used in Iceland, even for very small transactions and most shops and businesses accept all major credit cards.

Cost of living

Tippling

As service and VAT are always included in prices, tipping is not required nor expected in Iceland.

Cost of living in Reykjavik, see numbeo.com/cost-of-living/city_result.jsp?country=Iceland&city=Reykjavik

The estimated cost of living in Iceland for a single person is ISK 180,550 per month (minimal support guidelines set by the municipalities).

Health care and emergency services

Iceland is divided into health care regions, each with their own primary health care centres, some of which are run jointly with the local community hospital. The health care centres are open from 8–16 Monday to Friday for those who have made an appointment. From 16–18, doctors are available for consultation without an appointment, but you can expect to pay a somewhat higher fee. This service is open to all regardless of insurance. Those that cannot show proof of insurance, though, will pay higher fees. To find the health care centre see: heilsugaeslan.is

For medical problems that arise after the closing time of the health care centres, you can use the health care service “Læknavakt”, located at Smáratorg 1 in Kópavogur – call 1770, laeknavaktin.is

Emergency services (i. *Slysa- og bráðamóttaka*) are located at the National University Hospital (i. *Landspítali*) in Fossvogur, in 108 Reykjavik. **If you need immediate assistance or an ambulance, call 112.** Be prepared to state your name and your location.

Health Centre for uninsured immigrants

The Health Centre (i. *Heilsuvernd ehf.*), Álfrheimar 74, Glæsibær, 104 Reykjavik, is a private Health Centre for tourists and uninsured people, which provides medical service for general illness and minor injuries. It is a walk-in clinic but one can also make an appointment.

For police, ambulance or fire, call 112

Shopping

General shopping hours on weekdays are from 10–18, and on Saturdays from 10–14/16. Some shops are also open on Sundays and a few are open 24/7. The shopping malls are open on Sundays. Wine, liquor and beer can only be bought at the state liquor shops called Vínbúðin. They are open

on weekdays from 11–18 (some locations until 20) and on Saturdays from 11–18.

Buses

One of the most economical way to travel around Reykjavik is by bus. A single fare is ISK 440 and can be paid directly to the bus driver (exact fare). You can buy discount cards at Háma, the Strætó terminals and shopping malls. If you move your residency to Iceland you can buy a student bus card after registering at UI, see bus.is.

Telephones and post offices

The country code for Iceland is 354. To call from Iceland, dial 00 (or use the “+” sign) for an international line, then the country code followed by the area code and finally the phone number.

To use your mobile phone you should get an Icelandic phone card. There are several cell phone companies in Iceland, e.g. Nova, Vodafone and Síminn. They all offer various services including prepaid phone cards. The Erasmus Student Network in Reykjavik has a phone card offer for students.

Post Offices are open on weekdays, usually 9–18: postur.is/en.

Working in Iceland

Work permit

A special work permit is not required for EU/EEA citizens. Students that are non EU/EEA citizens may apply for a work permit for employment of up to 15 hours a week (40%) unless the work is during breaks or for internship, but cannot work until the work permit has been approved, see www.utl.is

Income tax

Everyone working in Iceland must pay taxes. The taxation system in Iceland is a PAYE system (Pay-As-You-Earn). Employers are required to deduct taxes from all salaries and wages paid out to employees. Personal tax credit is a tax deduction employees can use to lower the tax withdrawn from their salaries by the employer. In order to have the right amount of tax deducted, employees must inform their employers whether or not to use their personal tax credit. Without the permission from the employee the employer has to deduct full tax, from the salary, without any tax credit. You must have an Icelandic ID number (i. *kennitala*), residence permit and be employed.

All employees must file a tax return to the IRO, which must be done not later than one week before leaving the country, see rsk.is.



Going back home

At the end of your stay, there are a few things that need your attention before you head back home.

Transcript of records

Exchange students get one copy of their transcript of academic records free of charge at the end of their stay. It is sent directly to the home university, in January after the Autumn semester and in June for the academic year/Spring semester. The Service Desk will provide additional copies, each copy costs ISK 350. Please note that transcripts or certificates of exchange students are only given to the student himself, his home university or to a third person if she/he provides a written permission from the student.

Obtain the signatures needed

Exchange students should remember to get all their papers that their home universities may require, e.g. departure documents and learning agreements, signed by the International Office before departure. It takes at least two days to have documents signed so please be on time.

Final report

Exchange students are required to file a final report at the end of their stay. The report is filled out online, instructions are sent via email.

Inform the Registers Iceland of your departure

All international students need to notify their departure to the Registers Iceland before leaving Iceland. You can also fax the form to +354 515 5310 after leaving Iceland, but it is advised to do this before leaving. See skra.is.

Accommodation

Students are advised to clean their rooms/apartments and arrange for inspection of the room with the landlord. This should be done prior to departure in order to ensure the return of the deposit. This is a way of avoiding any misunderstandings regarding cleaning or decoration of your room, which might otherwise result in extra bills after your departure.



Important contacts

University offices

School of Social Sciences

Gimli, Sæmundargata 10, 101 Reykjavík
gimli.info@hi.is

School of Health Sciences

Læknaagarður, Vatnsmýrarvegur 16, 101 Reykjavík
hvs@hi.is

School of Humanities

Main Building, 3rd floor, Sæmundargata 2, 101 Reykjavík
hug@hi.is

School of Education

Stakkahlíð, 105 Reykjavík
menntavísindasvið@hi.is

School of Engineering and Natural Sciences

VR II, Hjarðarhagi 2-6, 107 Reykjavík and Askja, Sturlugata 3, 101 Reykjavík
verkognatt@hi.is

See the websites of individual Schools at english.hi.is for more information and office hours.

Staff directory:

www.hi.is/faculty

Service Desk in University Centre

University Centre (2nd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 525 5800 - Fax: +354 525 5802 -
haskolatorg@hi.is
Winter opening hours: Mon–Fri 8:30–17
Summer opening hours: Mon–Fri: 8:30–16:30

International Office of the University of Iceland

University Centre (3rd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 525 4311 - ask@hi.is
Opening hours: Mon–Fri 10–12 and 12:30–15

Admission Office

University Centre (3rd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 525 5254 - admission@hi.is
Opening hours: Mon–Fri 9–12 and 12:30–15

Student Registration

University Centre (3rd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 525 4309 - Fax: +354 525 4317 - nemskra@hi.is
Opening hours: Mon–Fri 9–12 and 12:30–15

National and University Library of Iceland

Arngrímsgata 3, 107 Reykjavík
Tel: +354 525 5600 - Fax: +354 525 5615 –
upplys@landsbokasafn.is – www.landsbokasafn.is
Winter opening hours: Mon–Thurs 8:15 – 22,
Fri 8:15–19, Sat 10–17, Sun 11–17
Summer opening hours: Mon–Thurs 9–17, Fri 9–17,
Sat 10–14, Sun closed

Computing Service of the University

Sturlugata 8, 107 Reykjavík
The IT Help desk is located in University Centre,
next to the Service Desk.
Tel: +354 525 4222 - Fax: +354 525 8801 -
help@hi.is - www.rhi.hi.is/
Opening hours: Mon–Fri 8–16

University Student Counselling and Career Centre

University Centre (3rd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 525 4315
Opening hours: Mon–Fri, 9–12 and 13–16. Walk-in
counselling hours: Mon–Thurs 13–15:30 and Fri 10–12.
Students can also book an appointment via phone.

Icelandic Student Services

University Centre (3rd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 570 0700 - fs@fs.is - www.fs.is
Opening hours: Mon–Fri 9–16

University Bookstore

University Centre (2nd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 570 0777 - Fax: +354 570 0778 -
boksala@boksala.is - www.boksala.is
Winter opening hours: Mon–Fri 9–18.
Summer opening hours: Mon–Fri 9–17

Student Council

University Centre (3rd floor),
Sæmundargata 4, 101 Reykjavík
Tel: +354 570 0850 - shi@hi.is - www.studentarad.is
Opening hours: Mon–Fri 9–17

Other important contacts in Iceland

Police, ambulance & fire alarm: 112

Primary Health Care of the Capital Area

Pönglabakki 16, 109 Reykjavík and 15 Health Clinics
located in the Reykjavík area.
Tel: +354 585 1300 - heilsugaeslan@heilsugaeslan.is -
www.heilsugaeslan.is

Læknavaktin, After hours Medical Services

Smáratorg 1, 201 Kópavogur
Tel: 1770 - www.laeknavaktin.is
Opening hours: on a walk-in basis. Mon–Fri 17–23:30,
Sat–Sun and holidays 09–23:30.
Telephone consultation between 17–08 on weekdays and
24 hours on weekends and holidays.
House call requests are available during the same hours.

Heilsuvernd - Health Centre for Uninsured Immigrants

Álfheimar 74, Glæsibær, 104 Reykjavík
Tel: +354 510 6500 - www.hv.is
Opening hours: on a walk-in basis. Mon–Fri 8:30–16

The Intercultural Centre

Gardsendi 13, 108 Reykjavík
Open 8-17
Tel: +354 530 9300 - Emergency number: 354 651 9300 -
asetur@asetur.is - www.asetur.is

Directorate of Immigration

Skógarhlíð 6, 105 Reykjavík
Tel: +354 510 5400 - Fax: +354 552 5405 -
utl@utl.is - www.utl.is
Opening hours: Mon–Fri 10–14

Registers Iceland

Borgartún 21, 105 Reykjavík
Tel: +354 515 5300 - Fax: +354 515 5310 -
skra@skra.is - www.skra.is
Opening hours: Mon - Fri 9–15

Directorate of Labour

Kringlan 1, 103 Reykjavík
Tel: +354 515 4800 - Fax: +354 511 2520 -
www.vinnumalastofnun.is

EURES European Employment Services

Kringlan 1, 103 Reykjavík
Tel: +354 554 7600 - eures@vmst.is - www.eures.is

Foreign embassies and consulates accredited to Iceland

www.mfa.is/diplomatic-missions/foreign-missions/nr/1808

Foreningen Norden i Island

Óðingsgata 7, 101 Reykjavík
Tel: +354 551 0165 - norden@norden.is - www.norden.is

Useful websites

ESN Iceland – International Student Association
www.esn.is

Strætó bs. – Public transportation in Reykjavík
www.bus.is

BSÍ – Bus tours in Iceland
www.bsi.is

Reykjavík – Practical information and events
www.visitreykjavik.is

Iceland Review
www.icelandreview.com

Weather forecast for Iceland
www.vedur.is

Hallo Norden – practical information for Nordic citizens
www.hallonorden.org





VELKOMIN
HÁKÓLA

ISLANDS





Schools and Faculties

SCHOOL OF EDUCATION

- » Faculty of Education Studies
- » Faculty of Sport, Leisure Studies and Social Education
- » Faculty of Teacher Education

SCHOOL OF ENGINEERING AND SCIENCES

- » Faculty of Civil and Environmental Engineering
- » Faculty of Earth Sciences
- » Faculty of Electrical and Computer Engineering
- » Faculty of Industrial Engineering, Mechanical Engineering and Computer Science
- » Faculty of Life & Environmental Sciences
- » Faculty of Physical Sciences

SCHOOL OF HEALTH SCIENCES

- » Faculty of Food Science & Nutrition
- » Faculty of Medicine
- » Faculty of Nursing
- » Faculty of Odontology
- » Faculty of Pharmaceutical Sciences
- » Faculty of Psychology

SCHOOL OF HUMANITIES

- » Faculty of History and Philosophy
- » Faculty of Icelandic and Comparative Cultural Studies
- » Faculty of Languages and Cultures
- » Faculty of Theology and Religious Studies

SCHOOL OF SOCIAL SCIENCES

- » Faculty of Business Administration
- » Faculty of Economics
- » Faculty of Law
- » Faculty of Political Science
- » Faculty of Social & Human Sciences
- » Faculty of Social Work

A Háskólasvæðið *Main University Campus*

- 1 **Aðalbygging Main Building** Miðlæg stjórn-sýsla *Central Administration*. Hugvísindisvið *School of Humanities*
- 2 **Stapi** Heilbrigðisvísindisvið *School of Health Sciences*
- 3 **Háskólatorg University Centre** Þjónusta við nemendur *Student Services*. Fyrirlestraralir *Lecture halls*
- 4 **Lögberg** Félagsvísindisvið *School of Social Sciences*
- 5 **Nýl-Garður** Hugvísindisvið *School of Humanities*
- 6 **Oddi** Félagsvísindisvið *School of Social Sciences* Heilbrigðisvísindisvið *School of Health Sciences*
- 7 **Gimli** Félagsvísindisvið *School of Social Sciences*
- 8 **Árnagarður** Hugvísindisvið *School of Humanities*.

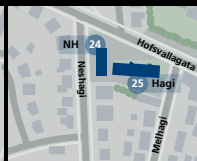
- 9 **Þjórtáhus University Sport Centre**
- 10 **Askja** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*
- 11 **Sturlugata 8** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*. Heilbrigðisvísindisvið *School of Health Sciences*
- 12 **Aragata 9** Kennslumiðstöð *Centre for teaching and learning*
- 13 **Aragata 14** Heilbrigðisvísindisvið *School of Health Sciences*
- 14 **VR-III** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*

C Stakkahlíð



- 15 **VR-I** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*
- 16 **VR-II** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*
- 17 **Tæknigarður** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*
- 18 **Smyrilsvegur** Verkfræði- og náttúruvísindisvið *School of Engineering and Natural Sciences*
- 19 **Endurmenntun** *Continuing Education*
- 20 **Rauvísindastofnun** *Science Institute*
- 21 **Háskólabíó** Fyrirlestraralir *Lecture halls*
- 22 **Vöröld - húsið Vigdísar** Hugvísindisvið *School of Humanities*

B Neshagi · Hagi

D Landspítali
University Hospital

E Laugarvatn



- 23 **Oddagarðar** Student Housing *FSI/Student Services*
- 24 **Neshagi 16** Stofnun Árna Magnússonar í íslenskum fræðum *The Árni Magnússon Institute for Icelandic Studies*
- 25 **Hagi** School of Health Sciences
- 26 **Læknagarður** School of Health Sciences
- 27 **Eirberg** School of Health Sciences
- 28 **Stakkahlíð** School of Education
- 29 **Bolhótt 6** School of Education
- 30 **Skiphólt 37** School of Education
- 31 **Skólabygging** School of Education
- 32 **Þjórtáhus og sundlaug** School of Education
- 33 **Þjórtámiðstöð** School of Education

Common abbreviations of the University buildings:

A = Aðalbygging – Main Building

N = Askja

Á = Árnagarður

EIR = Eirberg

G = Gimli

Ha = Hagi

H = Háskólabíó – University Cinema

HT = Háskólatorg – University Centre

Lg = Læknagarður

L = Lögberg

Nh = Neshagi

Ng = Nýi Garður

O = Oddi

LS = Skipholt 37

E = Stakkahlíð/Enni

H = Stakkahlíð/Hamar

K = Stakkahlíð/Klettur

Stapi = Stapi

V01 = VR-1

V02 = VR-2

V03 = VR-3

VHV = Veröld - hús Vigdísar



INTERNATIONAL OFFICE

Háskólatorg
Sæmundargata 4
101 Reykjavík
Iceland

Tel: +354 525 4311
Fax: +354 525 5850

ask@hi.is



UNIVERSITY OF ICELAND

University of Iceland, August 2017
International Office
Design: PIPARTBWA