



Handbook for new students  
2017–2018





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# Rector's address

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Dear new student.

Enrolling in university for the first time marks a milestone in everyone's life. Higher education is challenging and calls for independent work ethic and taking initiative. The primary role of universities is to build up students' understanding of the complexity of reality, develop their reasoning skills and enrich their worldview. The University of Iceland takes this role seriously and strives to make students feel welcome and to ensure them a good and solid education.

The University of Iceland is at once an Icelandic and international university and focuses on creating opportunities for young people at home

and abroad. It stands at the forefront of Icelandic universities as well as taking part in the international higher education community. The reputation of the university has led to collaborative agreements across the world that provide students with exciting opportunities to complete part of their studies at top foreign universities. At the same time, the University of Iceland welcomes nearly 1,200 foreign students annually from almost 90 countries.

For the past six years, the University of Iceland has been among the 300 best universities in the world according to the Times Higher Education World University Rankings. The school now ranked 242th





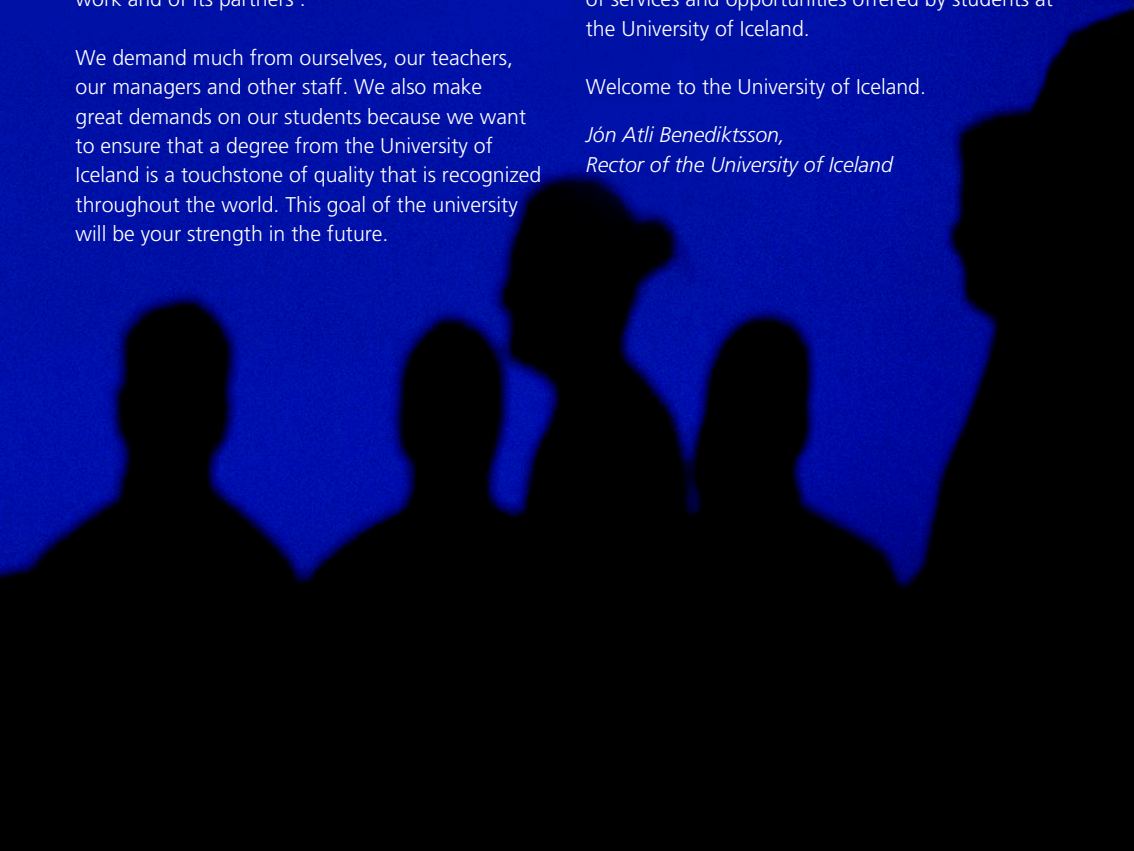
in the world and 15th in the Nordic countries. This is a magnificent acknowledgment of the school's work and of its partners'.

We demand much from ourselves, our teachers, our managers and other staff. We also make great demands on our students because we want to ensure that a degree from the University of Iceland is a touchstone of quality that is recognized throughout the world. This goal of the university will be your strength in the future.

This brochure contains useful information about the university community, its activities and the variety of services and opportunities offered by students at the University of Iceland.

Welcome to the University of Iceland.

*Jón Atli Benediktsson,  
Rector of the University of Iceland*







# Starting **studies** at the University of Iceland

Starting university is a major milestone and you may have a lot of questions. Some of these will be answered in this booklet. We encourage you to read it carefully so that your time at the University of Iceland will be as enjoyable as possible right from the outset. Do not hesitate to seek further information or advice from University staff.

The website [english.hi.is](http://english.hi.is) provides answers to most questions concerning studies, services and social life – either on the school/faculty pages, the main website or the University intranet Ugla. At [english.hi.is/university/information\\_for\\_new\\_students](http://english.hi.is/university/information_for_new_students), you can find even more information for new students.

If you want further information or advice, you can contact staff at the schools and faculties, Service Desk, Student Registration or the Student Counseling and Career Centre. Staff at the Student Council, Icelandic Student Services and the International Office are also ready and willing to help you. Your fellow students will undoubtedly help you as best they can, as well.

We hope you thoroughly enjoy your time at the University of Iceland and make full use of the opportunities open to you here.

# University Centre and Service Desk

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The University Centre is home to all the central student service institutes: The Service Desk, the International Office, Icelandic Student Services, the Student Council, the Student Counselling and Career Centre, Student Registration, Computing Services and the Recognition Office.

The University Bookstore, Student Café, the Student Cellar and Háma canteen are also located in the University Centre, as well as a computer lab, classrooms, reading rooms and meeting rooms. The open area in the Centre is used for various events and is always a bustling space from morning to night.

## University Centre Service Desk

### [english.hi.is/university/service\\_desk](https://english.hi.is/university/service_desk)

The Service Desk is the point of access for all service units located in the University Centre. For example, this is the place to get certification and overviews of your academic record, purchase print credits and pick up student cards. You can register for courses. You can register for courses run by the Student Counselling and Career Centre and get your Ugla password (you will need to show ID for this).

Various other services are provided at the Service Desk and if the staff there are unable to help you, they will direct you to someone who can.

The Service Desk is open from 8:30 to 5 every working day except Friday, when it closes at 4. Summer opening hours are 8:30 to 4:30.

Telephone: 525 5800

[haskolatorg@hi.is](mailto:haskolatorg@hi.is)

The UI Computing Services have an IT Help Desk in the University Centre where students can get help with various computer related matters. You can also find information on [rhi.hi.is/node/848](https://rhi.hi.is/node/848), email [help@hi.is](mailto:help@hi.is) or phone 525 4222.

There are also service desks in the School of Education, School of Social Sciences and School of Engineering and Natural Sciences for students at these schools.



# Checklist for new students

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- Attend student orientations for your school and faculty
- Read about IT and internet services available for students at [rhi.hi.is](http://rhi.hi.is)
- Activate your email account and connect to the internet
- Check your emails regularly
- Learn to use Uglá
- Apply for a student card
- Learn the rules for student progression
- Join a student organisation
- Eat some healthy food in the Háma canteen
- Learn about the services available to you
- Visit the Student Cellar
- Take a look at the UI academic calendar
- Get the reading lists for your courses
- Learn about the history of the University
- Learn your timetable
- Learn to find your way around campus
- Buy books and university supplies at the Student Bookstore
- Find out what the Student Council can do for you
- Check out [student.is](http://student.is)
- Learn about the Icelandic Student Loan Fund
- Check out opportunities in exchange studies and traineeships abroad
- Check out the University gymnasium
- Get involved in the University community
- Enjoy your time at UI!

# Ugla and the University network

All students at the University of Iceland receive their own home page on the University website and access to Ugla, the University intranet. Ugla is a dynamic information, teaching and service site for students and staff and will be one of your most important tools.

## [ugla.hi.is](http://ugla.hi.is)

Teaching staff upload syllabuses, slides, lectures, assignments and various other material to Ugla where students can access the files. Information about examination locations and seat allocations are published in Ugla and students can access their timetables on the home page. You can also register for and withdraw from courses and examinations through Ugla during certain periods. Further information is available in Ugla and at [kennsluskra.hi.is](http://kennsluskra.hi.is).

Teaching and administrative staff at the University assume that students use Ugla and read their emails regularly – most notifications are sent by email. The information and level of access available to each student is based on his or her registration. It is therefore crucial that registration is always correct – students themselves are responsible for ensuring that this is the case.

## Username and password

New students will be allocated a web key when they apply to the University online. After confirming the online application, the applicant will be sent the web key by email. After registration fees have been paid, you can acquire a username and password from [nynemar.hi.is](http://nynemar.hi.is). Students can then gain access to their email accounts and Ugla, the University intranet.

If the web key doesn't work, or you do not receive one for any reason, you can get a username and password by presenting ID at the Service Desk in the University Centre.



## IT and web services from Computing Services

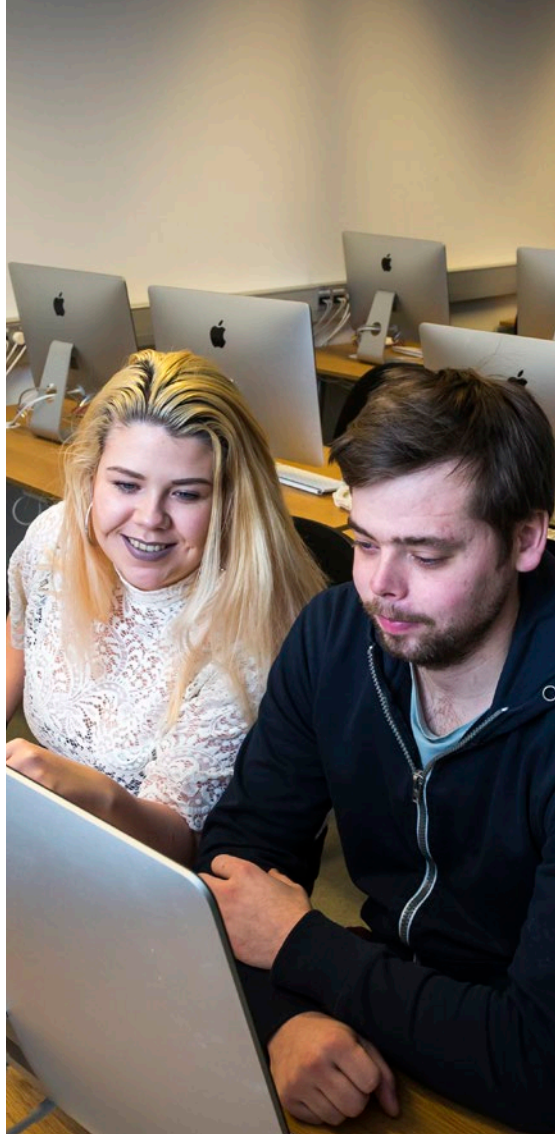
### [rhi.hi.is/node/848](https://rhi.hi.is/node/848)

University of Iceland Computing Services oversees the IT system. The Computing Services website contains useful information and instructions on everything related to computers, such as email, connecting to the wireless network, Ugla access, computer labs, print credits, usernames, passwords, open access software and so forth.

The wireless network, eduroam, is available on campus and can be accessed with your University of Iceland authentication. To connect to the wireless network for the first time you need to install a script on your device. You can find the script along with further instructions here [rhi.hi.is/node/474](https://rhi.hi.is/node/474)

Computing Services operates 19 computer labs on campus, including computer labs in the University buildings at Stakkahlíð and the National and University Library of Iceland.

If any problems come up, you can contact Computing Services by emailing [help@hi.is](mailto:help@hi.is) or calling 525 4222. The Computing Services IT Help Desks are located in the University Centre and Stakkahlíð and are open from 8 to 4.



# Student services

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The University of Iceland is a community and staff strive to provide students with the best possible service. In collaboration with the service institutes at the University, we can accommodate the needs of students with regards to housing, employment, food, childcare etc.

## Icelandic Student Services

[fs.is](http://fs.is)

Icelandic Student Services is a company providing services to students at the University of Iceland. They run the Student Bookstore, Student Café, Háma, the Student Cellar, other student catering services, student housing, preschools for students' children and the Student Agency.

Telephone: 5700 700 – [fs@fs.is](mailto:fs@fs.is)

## Student Agency

[fs.is/en/student-agency/](http://fs.is/en/student-agency/)

The Student Agency is a forum for advertising jobs and housing. All communication is conducted through the website. The website goes both ways – students can look for work and housing without any middlemen and companies and individuals can look for staff and tenants.

## Catering services

There are many canteens situated all over the University campus. Student Services run Háma in the University Centre, at Stakkahlíð, in the University Cinema and the Centre for Technological Innovation. They offer a wide selection of healthy and delicious food. Student Services also run the Student Cellar in the University Centre. The Student Cellar is a restaurant and bar open morning to night every day of the week. Most of the buildings contain smaller canteens, most of them run by Student Services. There are also a few privately run canteens, e.g. in the National and University Library of Iceland, and others run by student organisations.

## University of Iceland Network Forum

[tengslatorg.hi.is](http://tengslatorg.hi.is)

The Network Forum is a general jobs forum for students at the University of Iceland. Companies and institutions can post job advertisements in the Network Forum free of charge.



## University of Iceland Student Council



[student.is/node/142](https://student.is/node/142)

The University of Iceland Student Council works with matters relating to the interests and social affairs of students. The Council advocates for all students, within the University and elsewhere. Students are represented in all the important committees and councils within the University and are therefore very much involved in University operations. The work of the Student Council covers many different areas. Students can contact the Council to get help and information on most issues. The Student Council runs the Student Rights Office. Representatives of student interests manage the Student Rights Office, answer queries from students who believe their rights have been violated, and can pursue their cases.

Telephone: 570 0850 – [shi@hi.is](mailto:shi@hi.is)

## Student housing

[studentagardar.is](https://studentagardar.is)

Icelandic Student Services manages student housing. Information is available on the student housing website. Applications can be completed online. Housing on offer includes single rooms, singles apartments, shared apartments, couples apartments and family apartments of various sizes. Apartments for disabled people are available in most buildings. All registered students at the University of Iceland can apply for student housing. New students can apply from 1 June.



## Student Housing Association

[bn.is](http://bn.is)

Students may also apply for accommodation from the Student Housing Association. Information is available on the association's website. Applications can be completed online. The Student Housing Association manages apartments in ten locations in the Reykjavík area.

## Private rentals

[fs.is/en/student-agency/](http://fs.is/en/student-agency/)

The Student Agency includes a section for accommodation. Students can access information on accommodation available for rent from private parties.

## Student preschools

[fs.is/en/student-preschools/](http://fs.is/en/student-preschools/)

Icelandic Student Services run three preschools for students' children.

**Sólgarður** and **Leikgarður** are for children aged six months to two years. You can apply at [leikskolinn.is/solgardur](http://leikskolinn.is/solgardur) and [leikskolinn.is/leikgardur](http://leikskolinn.is/leikgardur).

**Mánagarður**, at Eggertsgata 34, is for children aged two to six years. You can apply at [leikskolinn.is/managardur](http://leikskolinn.is/managardur).



# Student Card

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All students at the University of Iceland can apply for a student card in Ugla. New students are encouraged to apply for their cards as soon as possible. Click on 'My Ugla' on the front page. Then click on 'student card' to find detailed instructions on how to apply.

The student card is an ID and discount card. You can choose whether the card will grant you access to one University building beyond normal opening hours (ISK 1,500) or not (free). When you return an advanced access card at the end of your studies you will be reimbursed ISK 1000. The cards look exactly the same but you must select one or the other.

Information on the discounts available to student card holders can be found at [student.is](https://student.is)

If you have any problems applying for your student card, please contact the Service Desk in the University Centre, [studentakort@hi.is](mailto:studentakort@hi.is).



# Schools and faculties

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At the University of Iceland there are five schools, 25 faculties and several hundred study programmes. The University offers diverse studies at all levels of higher education and flexible programmes. The University of Iceland is the only university in the country that offers both undergraduate and postgraduate programmes in all the major fields of study.

All further information on the organisation and structure of programmes is available on the websites of individual schools and faculties, as well as from their offices.

## School of Social Sciences

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

[english.hi.is/school\\_of\\_social\\_sciences](http://english.hi.is/school_of_social_sciences)

## School of Health

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

[english.hi.is/school\\_of\\_health\\_sciences](http://english.hi.is/school_of_health_sciences)

## 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

[english.hi.is/school\\_of\\_humanities](http://english.hi.is/school_of_humanities)

## School of Education

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

[english.hi.is/school\\_of\\_education](http://english.hi.is/school_of_education)





## School of Engineering and Natural Sciences

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

[english.hi.is/sens/school\\_of\\_engineering\\_and\\_sciences](http://english.hi.is/sens/school_of_engineering_and_sciences)

## Interdisciplinary studies

- » Applied Statistics
- » Public Health Sciences
- » Upper Secondary School Teaching
- » Nordic Master's Programme in Gerontology
- » Speech Pathology
- » Environment and Natural Resources

All information on studies and programmes can be found in the University of Iceland course catalogue at [kennsluskra.hi.is](http://kennsluskra.hi.is)

# Learning facilities, **libraries** and books

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All University of Iceland buildings contain reading rooms and there are good facilities available for group work. Opening hours for University buildings differ – details are available on [english.hi.is](http://english.hi.is). Student cards function as electronic access cards.

## The largest library in Iceland

Students at the University of Iceland have access to the largest library in the country, the National and University Library of Iceland, and receive a free library card. The library contains around 400 study desks as well as numerous desks with personal computers, microfilm readers and work stations in the audiovisual department. There are also rooms available for group work.

## Reading rooms and computer labs

[english.hi.is/university/study\\_facilities\\_and\\_computer\\_labs](http://english.hi.is/university/study_facilities_and_computer_labs)

The University Centre and Gimli house good study facilities for students, as well as computer labs. The School of Education library at Stakkahlíð also contains reading rooms and desks with computers. You can book a group work room in the National and University Library at [landsbokasafn.is](http://landsbokasafn.is). If you



wish to book a classroom, please email: [kennslustofur@hi.is](mailto:kennslustofur@hi.is). Further information on applications and rules can be found at [english.hi.is/university/study\\_facilities\\_and\\_computer\\_labs](http://english.hi.is/university/study_facilities_and_computer_labs).

Library branches and specialist libraries in other University buildings also provide a few seats reserved for students. Additional study facilities in student housing at Eggertsgata are available for residents. Open reading rooms and group work tables are located all over the University campus, for example in Oddi, Gimli and Askja.

## Writing Centres

[ritver.hi.is](http://ritver.hi.is) – [ritverhug.hi.is](http://ritverhug.hi.is)

The Writing Centres at the School of Education and the School of Humanities assist students of the University in academic writing of all kinds, including writing course projects as well as final dissertations or theses. Students can seek assistance from the Writing Centres during any stage of the writing pro-



cess, from initial brainstorming and the formulation of research questions down to the final stages of fine-tuning and referencing. The Centres' websites also provide all manner of helpful hints and instructions for writing. Students can also make an online request for a private session of 30 or 60 minutes.

## Services at the School of Education

### [mentasmidja.hi.is](http://mentasmidja.hi.is)

The Education Workshop offers diverse services for teaching staff and students at the School of Education. There is a service desk, open plan working facilities and a recording facilities. The Education Workshop is situated on the first floor of Hamar at Stakkahlíð.

## Syllabus and reading lists

The syllabus for each course is published in Ugla. The syllabus lists the books and articles that form the basis of the course material and information

on how the course will be assessed, i.e. whether there are examinations, assignments, mandatory attendance etc.

Reading lists can be found in the syllabus for each course and on the Student Bookstore website, [boksala.is](http://boksala.is). Most textbooks are available in the Student Bookstore but there is also a second-hand market in Ugla.

Second-hand book markets were also recently opened at [skiptibokamarkadur.is](http://skiptibokamarkadur.is) and [fs.is/en/student-agency](http://fs.is/en/student-agency). Some faculties and student organisations run bookstores for their students. A student teachers' bookstore is located in the School of Education building at Stakkahlíð.

## Timetables

Timetables can be found on the websites for individual faculties. Your timetable will also appear on your Ugla home page.



# Equality and Diversity

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## [equality.hi.is](http://equality.hi.is)

Equality is a guiding principle of the University and the basis of diversity and respect in the academic community. At [equality.hi.is](http://equality.hi.is) you will find our Equality Action Plan and other information. You can also contact the UI Equal Opportunities Officer at [jafnretti@hi.is](mailto:jafnretti@hi.is) for advice.

Equality Days are held every year at the University in October featuring 2 weeks of discussions and happenings on equality.

The University is eager to create a safe and inclusive working environment, and a part of this is making sure measures are in place should sexual harassment occur within the University.

Rules of procedure are in place and the Professional Council receives and investigates complaints. Anyone receiving such a complaint shall immediately refer the matter to the Professional Council for administrative action.

The chair of the council can be contacted at [fagrad@hi.is](mailto:fagrad@hi.is) and at [equality.hi.is](http://equality.hi.is) you can find further information.



# Student Registration

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[english.hi.is/university/student\\_registration](https://english.hi.is/university/student_registration)

Student Registration manages applications and the registration of students for studies in all University faculties. Student Registration also archives documentation regarding academic records, student progression, examinations, courses and grades.

University Centre, 3<sup>rd</sup> floor

Open work days 9–12 og 12:30–3

Telephone: 525 4309

[nemskra@hi.is](mailto:nemskra@hi.is)

# Course catalogue

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[kennsluskra.hi.is](https://kennsluskra.hi.is)

The University of Iceland course catalogue is extremely important for students – it contains detailed information on programmes and courses.

The course catalogue also contains information on schools and faculties, the academic year, registration, fees, examinations and many other things that students need to know.

Students are encouraged to read the key information in the course catalogue carefully, as well as the University academic calendar which contains many important dates.



# Student **Counselling** and **Career Centre**

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The primary role of the University of Iceland Student Counselling and Career Centre is to provide students with the advice and support they need to be happy and successful in their studies and work. The Student Counselling and Career Centre is a central service open to students from all schools.

## Available services

### [nshi.hi.is](http://nshi.hi.is)

You can get advice on course selection, learning strategies, the process of writing your final project, and preparing for the job market. Personal and social counselling is also available, as well as special services due to disability or other difficulties.

Staff at the Student Counselling and Career Centre run many practical courses for students, e.g. on learning strategies, setting goals, time management, increasing self-confidence, stress management and exam preparation.

Students at the University can discuss issues with counsellors in general drop-in hours or book a session over the phone.

General drop-in hours are Monday to Thursday, 1–3:30, and Fridays, 10–12.

## Support for students

The Student Counselling and Career Centre website contains various useful information, for example on upcoming courses, material from lectures, booklets and audio slides.

Students requiring accommodations in their studies due to disability, chronic illness or learning difficulties should contact the Student Counselling and Career Centre at the beginning of the academic year.

The Student Counselling and Career Centre also offers psychological services.

University Centre, 3<sup>rd</sup> floor  
Open 9–12 and 1–4.  
Telephone: 525 4315  
[radgjof@hi.is](mailto:radgjof@hi.is)



# Study **Abroad**

The University of Iceland collaborates with over 400 universities all over the world. This gives students a unique opportunity to take part of their studies at a university abroad, acquire international experience and carve out a niche for themselves. Exchange programmes can be embedded in students' curriculum at the University of Iceland so that stays abroad do not have to affect the length of their programme.

Exchange programmes offer a simple and inexpensive way for students to study at the best universities in the world and can open doors for those considering postgraduate studies abroad. Students also have the opportunity to gain valuable international work experience by pursuing a traineeship or research project at corporations or institutions in Europe. Research has shown that exchange and traineeship programmes have a positive impact on young people's employment opportunities.



## International Office

[english.hi.is/university/international\\_office](https://english.hi.is/university/international_office)

Information on opportunities to study abroad is available from the International Office. The International Office manages formal relations with foreign educational institutions and offers various services relating to international collaboration to students, teaching staff and faculties at the University. The Office also serves international students and staff.

University Centre, 3<sup>rd</sup> floor  
Opening hours 10–12 and 12:30–15  
Telephone: 525 4311  
[ask@hi.is](mailto:ask@hi.is)

# Social life and **leisure**

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When you start at the University of Iceland you don't just become a student at a new university. You also join a diverse, international and vibrant community. The University is home to a lively social scene with something for everyone.

## Available services

### [student.is/nemendafelog](http://student.is/nemendafelog)

There are many student organisations at the University of Iceland that plan events for students throughout the academic year. Many student organisations are run within faculties but there are also a lot outside the faculties. The Student Fund supports cultural and social events at the University – grants are awarded to organisations and individuals.

## Events organised by the Student Council

The Student Council organises large events for University of Iceland students. Examples include Student Days and Octoberfest.

## Events in the Student Cellar

The Student Cellar is open from Sunday to Wednesday 11 a.m. – 11 p.m. and Thursday to Saturday 11 a.m. – 1 a.m. It is host to a diverse programme of events and gigs both day and night, run by student organisations and others.

## Online student community

### [student.is/node/142](http://student.is/node/142)

Student.is is an active and vibrant student website containing information on social events and the University community. Master's students in journalism and mass communication manage the news section of the website, covering diverse issues affecting students. There are also television and radio interviews.

Student.is also contains various information on student services and interests.

## University Choir

### [kor.hi.is](http://kor.hi.is)

The University Choir plays a key role in the University of Iceland community. The choir performs at many official events, as well as holding their own performances and releasing recorded material. There is also the University Women's Choir, which has received well-deserved acclaim and holds regular performances.

## Theatre and dance

### [facebook.com/studentaleikhusid](https://www.facebook.com/studentaleikhusid)

The Student Theatre has long been a familiar part of the cultural scene in Reykjavík. It is open to all drama enthusiasts and everyone is encouraged to check them out.

### [haskoladansinn.is](http://haskoladansinn.is)

The student dance society is called the University Student Dance Group and runs various dance courses.

## University concerts

### [english.hi.is/arts/arts](http://english.hi.is/arts/arts)

University concerts are held on Wednesdays, once a month, in the Main Building and the University Centre. The programme is very varied and entrance is free.

## Public events

### [english.hi.is](http://english.hi.is)

There is an all-year-round programme of public events at the University of Iceland: lectures, symposiums, conferences and other events. Around 35 thousand guests attend such events every year – UI students are particularly welcome.

## University Gymnasium

### [english.hi.is/university/the\\_university\\_of\\_ice-land\\_gymnasium\\_at\\_saemundargata](http://english.hi.is/university/the_university_of_ice-land_gymnasium_at_saemundargata)

The gymnasium at Sæmundargata is open to all University students for a modest fee. It contains a fully equipped weight-lifting room, various group classes, gymnastics equipment, aerobics equipment and more. Students can also book the sports hall for their own use. The gymnasium is always offering new things and students are encouraged to check out the range of activities available.

## Student Paper

### [student.is/studentabladid](http://student.is/studentabladid)

The Student Council publishes the Student Paper, which comes out regularly over the winter. The Student Paper is a quality publication featuring news, entertainment and other information, distributed to all students at the University of Iceland. All students are welcome to write for the Student Paper and are encouraged to submit articles of all genres.

## University Cinema

### [haskolabio.is](http://haskolabio.is)

Showing your student card will allow you to see films before 7 p.m. on weekdays for ISK 900 and after 7 p.m. on weekends for ISK 1,300. This offer is valid in the University Cinema and Smárabíó.



# Grants and funds

## Assistantship Fund

Teaching staff who wish to hire students as assistants for certain projects can apply for a grant from the Assistantship Fund. This provides a way for students to find employment that is often closely connected to their studies.

## Icelandic Student Loan Fund

### lin.is

The office for the Icelandic Student Loan Fund is at Höfðaborg, Borgartún 21.

Telephone: 560 4000 – [lin@lin.is](mailto:lin@lin.is).

You must apply for a separate student loan for each year. Applications must be submitted before 1 December for study in the autumn semester, 1 May for study in the spring semester and 1 July for study in the summer semester.

The student loans officer is based in the Student Council office in the University Centre. This is the person to contact if you need advice or assistance regarding student loans or your dealings with the Icelandic Student Loan Fund. More information can be found at [student.is/student\\_loans](http://student.is/student_loans).

## Student Innovation Fund

The Student Innovation Fund gives students the chance to find summer employment on ambitious and demanding research projects. Grants are awarded to university teaching staff, companies, research centres or individuals considered to have expert knowledge in a certain field. The funding is used to hire students over the summer. The Fund's objective is to promote innovation, in industry as well as academia.



## Diagnosis Fund for students with learning difficulties

The Student Council operates a Diagnosis Fund. Students requiring a diagnosis due to specific learning difficulties can apply for a grant to cover the cost of this.

## Student Fund

The role of the Student Fund is to support cultural and social events within University faculties. The Fund awards grants to faculty organisations, student organisations and individual students.

## Website on grants and funds

[sjodir.hi.is/node/17](http://sjodir.hi.is/node/17)

This website contains detailed information on the funds available to staff and students at the University of Iceland. It also directs students towards other funding opportunities open to them.



# Academic calendar

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The academic year is divided into two teaching semesters, the autumn semester and the spring semester. There are a few differences between faculties regarding dates for teaching and examinations. Timetables are available on school and faculty websites, but students can also access their own personal timetable in Uglá.

The organisation of studies at the University of Iceland is based on student registration in courses and examinations. All students are responsible for their own studies. Students must therefore be sure to comply with the registration rules and set registration periods. You should learn all the important dates in the academic calendar and the registration rules for courses and examinations.

## Autumn Semester 2017

14 Aug. – 1 Sept.	Teaching for the autumn semester begins
10 Sept.	Final day to review course registration for the autumn semester 2017
27 Sept.	Autumn semester examination timetable published
1 Oct.	Final day to withdraw from autumn semester courses/examinations
15 Oct.	Application deadline for postgraduate studies commencing in the spring
15 Oct.	Application deadline for disability services from the Student Counselling
20 – 30 Nov.	End of teaching for the autumn semester
4 – 18 Dec.	Autumn semester examinations
19 – 20 Dec.	Makeup examinations (for all schools except the School of Social Sciences and School of Engineering and Natural Sciences)
19 Dec. – 4 Jan.	Christmas break (both these dates included)

## Spring Semester 2018

4 – 5 Jan.	Makeup examinations (for all schools except the School of Social Sciences and School of Engineering and Natural Sciences)
5 – 15 Jan.	Teaching for the spring semester begins
21 Jan.	Final day to review course registration for the spring semester 2018
30 Jan.	Spring semester examination timetable published
1 Feb.	Final day to withdraw from spring semester courses/examinations
1 Feb.	Application deadline for prospective international students
24 Feb.	Graduation
5 Mar. – 4 Apr.	Course registration for autumn and spring semesters 2018–2019 (annual registration)
15 Mar.	Application deadline for disability services from the Student Counselling and Career Centre
28 Mar – 3 Apr.	Easter break (both these dates included)
13 – 20 Apr.	End of teaching for the spring semester
15 Apr.	Application deadline for postgraduate studies commencing in the autumn semester 2018
24 Apr. – 9 May	Spring semester examinations
16 – 23 May	Makeup spring semester examinations (for all schools except the School of Social Sciences and School of Engineering and Natural Sciences)
16 – 23 May	Makeup examinations and special resit examinations for the autumn semester 2017, School of Social Sciences
1 – 7 Jun.	Special resit examination – Schools of Health Sciences, Humanities and Education
1 – 7 Jun.	Makeup examinations and special resit examinations for the spring semester 2018, School of Social Sciences and School of Engineering and Natural Sciences
5 Jun.	Application deadline for undergraduate studies (domestic students)
23 Jun.	Graduation

# Credits and **degrees**

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Studies at the University of Iceland are evaluated for ECTS credits. A standard academic year is worth 60 credits and the general rule is that each credit represents 25–30 hours of work.

The University offers three levels of degree. The first level is called an undergraduate degree, i.e. BA, BS or B.Ed. An undergraduate degree represents at least three years of study but some programmes are longer and can take four years.

The second level is called a Master's degree, e.g. MA, MS or M.Ed.

They usually represent two years of study. The third level is a doctorate. Master's programmes and doctoral programmes are both referred to as post-graduate studies.

The University of Iceland also offers a number of shorter programmes, diplomas or practical qualifications, and vocational training for graduates.





# Registration for courses and examinations

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## Review of course registration

When you register for a course you are also registering for the examination and gain access to all material for the course. It is therefore important that you are always registered correctly. Review of course registration for the autumn semester takes place in Ugla up until 10 September. In the spring semester, course registration can be reviewed up until 21 January.

If any problems come up when you review your course registration, it is best to contact Student Registration.

## Withdrawal from courses/examinations

The deadline for withdrawing from a course is 1 October in the autumn and 1 February in the spring. When you withdraw from a course, you also withdraw from the examination. You can withdraw online in Ugla or send an email to Student Registration, [nemskra@hi.is](mailto:nemskra@hi.is).

## Examinations

General examinations are held 2 – 16 December and 25 April – 10 May.

## Illness during examinations

Students who fall ill and are unable to attend an examination do not need to report their illness. Instead, they should submit a doctor's note to the Service Desk in the University Centre within three days of the examination date. The same applies should a student's child fall ill.

## Further information

Further information on examinations, withdrawal from examinations, makeup examinations, resit examinations and more can be found in the course catalogue and Ugla.

# University of Iceland **Campus**

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The University of Iceland campus covers a large area and there are around thirty University buildings. In timetables and elsewhere you will see abbreviations for the different buildings. The University website explains the most common abbreviations.

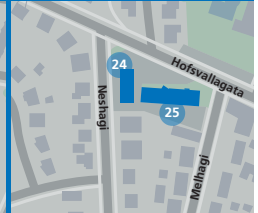
A few examples include A (Aðalbygging / Main Building), E (Eirberg), HB (Háskólabíó / University Cinema), HT (Háskólatorg / University Centre), H (Hamar), L (Lögberg), N (Askja, natural sciences building) and T (Tæknigarður / Centre for Technological Innovation).

<b>1</b> Main Building	<b>13</b> Aragata 14	<b>24</b> Neshagi 16
<b>2</b> Stapi	<b>14</b> VR-III	<b>25</b> Hagi
<b>3</b> University Centre	<b>15</b> VR-I	<b>26</b> Læknagarður
<b>4</b> Lögberg	<b>16</b> VR-II	<b>27</b> Eirberg
<b>5</b> Nyi-Garður	<b>17</b> Centre for Technological Innovation	<b>28</b> Bratti / Skriða
<b>6</b> Oddi	<b>18</b> Smyrilsvegur	<b>29</b> Bolholt 6
<b>7</b> Gimli	<b>19</b> Continuing Education Institute	<b>30</b> Skipholt 37
<b>8</b> Árnagarður	<b>20</b> Science Institute	<b>31</b> Skólabygging
<b>9</b> Gymnasium	<b>21</b> University Cinema	<b>32</b> Gymnasium and swimming pool
<b>10</b> Askja	<b>22</b> Veröld – Vigdís' house	<b>33</b> Centre for Sport and Health Sciences
<b>11</b> Sturlugata 8	<b>23</b> Oddagarðar	
<b>12</b> Aragata 9		

## Main Campus



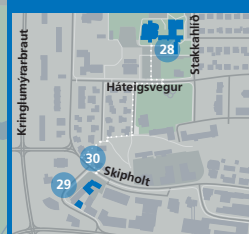
## Neshagi · Hagi



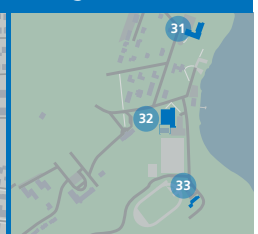
## Landspítali University Hospital



## Stakkahlíð



## Laugarvatn





# Contact us

## Most important information

Háskóli Íslands

[english.hi.is](http://english.hi.is)

Sæmundargata 2

Tel.: 525 4000 – Fax: 552 1331

[hi@hi.is](mailto:hi@hi.is)

University Centre Service Desk

[english.hi.is/university/service\\_desk](http://english.hi.is/university/service_desk)

Tel.: 525 5800 – Fax: 525 5802

[haskolatorg@hi.is](mailto:haskolatorg@hi.is)

Student Counselling

and Career Centre

[nshi.hi.is](http://nshi.hi.is)

University Centre, 3<sup>rd</sup> floor

Telephone: 525 4315

[radgjof@hi.is](mailto:radgjof@hi.is)

Gimli Service Desk

[english.hi.is/school\\_of\\_social\\_sciences/faculty\\_of\\_business\\_administration/gimli\\_service\\_desk](http://english.hi.is/school_of_social_sciences/faculty_of_business_administration/gimli_service_desk)

Gimli on Sæmundargata, 1<sup>st</sup> floor

Telephone: 525 5870

[gimli.info@hi.is](mailto:gimli.info@hi.is)

International Office

[english.hi.is/university/international\\_office](http://english.hi.is/university/international_office)

University Centre, 3<sup>rd</sup> floor

Telephone: 525 4311

[ask@hi.is](mailto:ask@hi.is)

Student Council

[student.is/node/142](http://student.is/node/142)

University Centre, 3<sup>rd</sup> floor

Telephone: 570 0850

[shi@hi.is](mailto:shi@hi.is)

Student Registration

[english.hi.is/university/student\\_registration](http://english.hi.is/university/student_registration)

University Centre, 3<sup>rd</sup> floor

Tel.: 525 4309 – Fax: 525 4317

[nemskra@hi.is](mailto:nemskra@hi.is)

SENS Student Service

[english.hi.is/sens/school\\_of\\_engineering\\_and\\_sciences/sens\\_student\\_service](http://english.hi.is/sens/school_of_engineering_and_sciences/sens_student_service)

Centre for Technological Innovation,  
Dunhagi 5

Telephone: 525 4466

[nemvon@hi.is](mailto:nemvon@hi.is)

Icelandic Student Services

[fs.is](http://fs.is)

University Centre, 3<sup>rd</sup> floor

Tel.: 5700 700 – Fax: 5700 709

[fs@fs.is](mailto:fs@fs.is)

University Bookstore

[boksala.is](http://boksala.is)

University Centre

Tel.: 5700 777 – Fax: 5700 778

[boksala@boksala.is](mailto:boksala@boksala.is)

Computing Services

[rhi.hi.is/node/848](http://rhi.hi.is/node/848)

University Centre and Stakkahlíð

Tel.: 525 4222 – Fax: 552 8801

[help@hi.is](http://help@hi.is)

School of Education Office of  
Academic and Student Affairs

[english.hi.is/school\\_of\\_education/support\\_services/office\\_of\\_academic\\_and\\_student\\_affairs](http://english.hi.is/school_of_education/support_services/office_of_academic_and_student_affairs)

Stakkahlíð, 1<sup>st</sup> floor

Telephone: 525 5950

[menntavisindasvid@hi.is](mailto:menntavisindasvid@hi.is)

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