

# INTERNATIONAL STUDENT GUIDE

Norwegian Language and Culture Programme  
Full Degree Programmes  
Exchange students



Autumn 2018

## The Student Guide

The International Student Guide provides a comprehensive and updated overview of what the city of Stavanger and the University of Stavanger can offer you as a student. The guide also provides you with useful information on facilities and services at the university campus.

New international students in Norway and at the University of Stavanger are encouraged to read the Guide carefully before arriving at the University and to use it actively during their stay in Stavanger.

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### **Norwegian Emergency Numbers**

Fire 110

Police 112

Ambulance 113

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## Welcome to the University of Stavanger

Dear International Student,

It is a pleasure for me to welcome all international students to the University of Stavanger (UiS). The UiS has over the past years experienced an increasing interest from students from all over the world to come to Stavanger for their education. Most of our foreign students choose study programmes in petroleum and offshore technology or in hotel and tourist management. A large group of international students is the NOMSA-students who are taking a one-year course in Norwegian language and culture. UiS also receives an increasing number of exchange students from all over the world.

Regardless of which study programme you belong to, I hope you will find your studies both interesting and challenging, and that you will enjoy your stay in Stavanger. The UiS's main objective for our students is to offer study programmes with high quality and research based education in a good and stimulating learning environment.

During your stay in Stavanger I also want to recommend that all students take part in different student activities depending on your personal interests and what you like doing in your spare time. You can choose among a lot of organizations related to sports, music and student politics.

I hope that the time you spend at the University of Stavanger will be important for you, both as part of your academic and personal development.

Once again, welcome to our University!

Marit Boyesen  
Rector

## The City of Stavanger

Stavanger is the fourth largest city in Norway with a population of approx. 130 000. Stavanger is situated on the south-western coast and was once the centre of Norway's canning industry. Today, Stavanger serves as the capital of the Norwegian oil sector. Marine resources are also an important source of income for the city and the surrounding Rogaland County.

Despite the solid basis for economic growth created by the local oil industry, Stavanger has not lost its special flavour. It remains a pleasant community, combining the intimacy of a small town with the facilities of a larger city – along with an easy access to some of Norway's finest countrysides. Three beautiful lakes, Breiavatnet, Mosvatnet and Stokkavatnet, which are popular for recreation and sports, are all located between a five-minute and one hour walk from the city centre.

The old town, *Gamle Stavanger*, close to the UiS Department of Music and Dance in *Bjergsted* Park, is a pristinely preserved area of wooden warehouses, narrow clapboard houses, and cobbled streets that were once home for sailors and merchants. The main square, *Torget*, is located only a few meters from the city harbour and accommodates one of the very few open-air fruit and vegetable markets in Norway where you can buy products directly from local farmers every working day throughout the summer. *Skagen*, the eastern side of the harbour, is a mixture of narrow streets and white-timbered houses. This area was once occupied by medieval Stavanger. *Valberg Tower*, a nineteenth-century fire watch, offers a sweeping view over the city. The only relic of medieval Stavanger is the twelfth-century cathedral Stavanger *Domkirke*, situated in the heart of the city, overlooking *Breiavatnet* and in front of the bustling *Torget* market.

For centuries, Stavanger has been an international city in terms of business and trade. In recent years, the city has also emerged as an international cultural city. We invite you to explore what the city and it's surroundings can offer.

Please visit these links to learn more about Stavanger and it's surrounding:

[www.regionstavanger.com](http://www.regionstavanger.com)

[www.stavanger-web.com](http://www.stavanger-web.com)



## **The University of Stavanger**

The University of Stavanger (UiS) has about 12 000 students and 1600 administration, faculty and service staff. The university is comprised of six faculties, 14 departments/ schools, two national centres of expertise, and the Museum of Archaeology in addition to a unit for lifelong learning- UiS Pluss.

### **Faculty of Arts and Education**

Department of Education and Sports Science  
Department of Early Childhood Education  
Department of Cultural Studies and Languages  
The Reading Centre  
Centre for Learning Environment

### **Faculty of Social Sciences**

Department of Social Studies  
Department of Media and Social Sciences  
The Norwegian School of Hotel Management

### **Faculty of Science and Technology**

Department of Chemistry, Bioscience and Environmental Engineering  
Department of Electrical Engineering and Computer Science  
Department of Energy and Petroleum Engineering  
Department of Energy Resources  
Department of Mathematics and Physics  
Department of Mechanical and Structural Engineering and Materials Science  
Department of Safety, Economics and Planning

### **Faculty of Performing Arts**

### **Faculty of Health Sciences**

### **UiS Business School**

The six faculties are committed to inspiring and supporting the ambitions of faculty members by steadily increasing the number of doctoral studies, professorships and associate professorships. A close and active partnership has been established with the local industry, public administration and multinational companies. The aim of such collaboration is to offer Norwegian and foreign students the best possible education and overall experience at the University of Stavanger.

Please visit our website [www.uis.no/](http://www.uis.no/) and <http://student.uis.no/>

## **CHAPTER 1 Travel to Stavanger**

### **1A Getting Here**

Most international students travel to Stavanger by air, however the city can also be reached by train, ferry, bus or car.

#### **BY AIR**

Stavanger Airport Sola is situated 15 km from downtown Stavanger and offers international and domestic direct and connecting flights to most Norwegian and European cities. The airport offers daily connections to Bergen, Oslo, Trondheim and Kristiansand in Norway, and international flights to London, Copenhagen, Amsterdam, Paris and Frankfurt.

More information and schedules are available at:

[www.avinor.no/en/airport/stavanger-airport](http://www.avinor.no/en/airport/stavanger-airport)

[www.sas.no](http://www.sas.no)

[www.norwegian.com](http://www.norwegian.com)

[www.wideroe.no](http://www.wideroe.no)

Taxis are available at the airport, but be aware that it is a costly option. Expect to pay around 350 – 400 Norwegian Kroner (NOK) to the city centre/ student dorms.

The Airport Bus operates between the airport and Stavanger city centre, and it departs from the airport every 20 minutes. A one-way ticket costs 90 NOK with student discount, if booked online. More information and schedules are available at [www.flybussen.no](http://www.flybussen.no).

To go directly to the university from the airport, take the Airport Bus and get off at Madlakrossen (ask the bus driver). You then have to cross the road and take bus 6 or 7 (direction towards Sola).

#### **BY TRAIN**

Stavanger Railway Station is located in downtown Stavanger next to the bus terminal *Byterminalen*, and offers daily long distance connections to Kristiansand (3 hours) and the capital city of Oslo (8 hours) and local connections to Sandnes, Bryne and Egersund.

More information and schedules are available at [www.nsb.no](http://www.nsb.no).

#### **BY FERRY**

*Fjordline* offers frequent departures from Hirtshals (Denmark) to Stavanger. Travelling by boat may be less expensive than travelling by air and might allow you to bring more luggage. More information and schedules are available on [www.fjordline.no](http://www.fjordline.no). *Flaggruten* offers daily departures to Bergen via Haugesund and Stord, cities alongside the western coast, north of Stavanger.

More information and schedules are available on [www.tide.no](http://www.tide.no).

## **BY BUS**

*Lavprisekspressen* offers frequent coach services for Bergen-Stavanger and Oslo-Stavanger. More information and schedules are available on [www.lavprisekspressen.no](http://www.lavprisekspressen.no). (Only in Norwegian)

*Kystbussen* ([www.kystbussen.no](http://www.kystbussen.no)) and *Nettbuss* ([www.nettbuss.no](http://www.nettbuss.no)) also operate routes alongside the west coast.

## **BY CAR**

If you plan to come to Stavanger by car, we recommend you to use one of the many route planners available on the Internet, such as [www.stavanger-guide.no](http://www.stavanger-guide.no).

If you have your own car, please be advised that free parking area is available on campus *but* limited to designated areas. Maps with designated parking areas on campus are available at <http://www.uis.no/om-uis/finn-fram/elektronisk-kart/> (a copy of the map can also be found on [page 50](#)). Please note that there is limited parking space for students on campus.

## **1B Departure Check-list**

### **THINGS TO DO IN ADVANCE**

- Read the information in this *International Student Guide* carefully
- Submit your Application for Accommodation within the deadline if you plan to live in the student dorms
- Make your travel arrangements
- Check our web page (<https://student.uis.no/start-of-studies-2018/practical-information/>) for updated information for international students

### **ESSENTIAL ITEMS TO BRING WITH YOU TO NORWAY**

- Valid passport
- Passport size photos
- Tickets/ travel documents
- VISA/ Master Card/ ACCESS. USD and EURO can also be easily exchanged
- Phone numbers and email addresses of emergency contacts at home
- Visa granted by the UDI (if applicable), including receipt of your Visa fee
- Your Letter of Admission from the University of Stavanger
- Original diplomas and transcripts of previous education, including English translation (ERASMUS and Nordplus students are exempted)
- Citizens from EU/ EEA countries must bring valid insurance or forms E-111/ E-128 or European Health Insurance Card
- Citizens from non-EU/EEA countries must bring proof of insurance
- Insurance arrangements for any accident, illness, injury, loss or any damage to persons or property

- Translated prescriptions for medications you take and a good supply of prescribed medicines (if you need). Please note that the medicines prescribed in your home country may not be available in Norway

#### **OTHER ITEMS TO PACK**

- Necessary items for the bedroom, such as bed linen or sleeping bag (these items can also be purchased at IKEA/ Jysk at a reasonable price)
- Clothes and shoes that are suitable for cold weather in winter and for wet weather in autumn and spring (*see Chapter 7* for more information)
- Adapters for electrical appliances, if necessary (Norwegian standard outlets use 230 volts)
- Favourite recipes and items for sharing your culture with others: music, photographs etc.

## **CHAPTER 2 Being a Student**

Being an international student can be great! Making friends, going out, being free, but you should not forget that you are here to study. It is important that you are aware of the following:

### **FREEDOM AND RESPONSIBILITY**

Norwegian students enjoy great independence. This can be confusing and difficult to deal with for students who are unfamiliar with this type of an educational system. Attendance in class is not always compulsory (with some exceptions) but students do have to hand in their assessments/ essays on time. Students study at home or at the university and prepare independently for exams. They make good use of learning resources such as the library, canvas (the university's net based learning system where you can find information about your studies and communicate with teachers and students) etc. UiS encourages every student to start working regularly with their subjects early in the semester in order to be able to prepare as much as possible for the exam period at the end of the semester.

### **INFORMALITY**

The study environment in Norway is not necessary as formal as your home country. Free discussions in small seminars and working groups are essential parts of the study. Additionally, people generally call each other by their first name in Norway. Norwegians are informal, easy going, transactional and direct. However, informal does not mean unprofessional. An ambiance of respect is valued between the university staff and the students. One way of showing this is not to disrupt the teacher when he/ she is lecturing, and to listen to a fellow student when he/ she is talking. Also it is important to switch off your mobile phone during lectures and while you are in the university study rooms.

### **ACTIVE PARTICIPATION**

The UiS promotes and protects academic freedom, based on critical thinking, openness and reflection. Students are encouraged to participate actively in scholarly and social debates. As a student you are expected to be well-organised and well-prepared for your lectures/ tutorials or labs. Read all the necessary materials in advance, in order to be able to actively participate in a discussion with your teacher. Do not feel intimidated. Get involved and ask questions! Approach your advisors or teachers to discuss your concerns. They are there to help you.

## **2A Finding your class schedule**

Timetables are normally published one month before the semester starts. To search for your classes:

1. Go to <http://student.uis.no>
2. Click on Timetables

3. There are two campuses at UiS. If you are studying Music and Dance, your classes will be at the Bjergsted campus. All other classes will be held at Ullandhaug.
4. Enter the course code for your first class (these codes are listed in your admission letter) and click "search"
5. The course should appear in the left box. Click on it, and it will move to the right box. Continue to search for your remaining courses and make sure they are all in the right box. Now click "show schedule"
6. The timetable will show the course code, year, semester (VÅR = spring, HØST = autumn), type of class (forelesning = lecture), location of your class (building abbreviations), and name of lecturer.  
\*PS. The time table for comparative education will be sent by email or handed out in the first class.

### ***In case of a collision in timetables***

In the case of courses overlapping significantly, you will need to drop one of the classes. If you want to add a new course, look for an alternative in the [exchange pages](#) for exchange students and [Master's programmes in English](#) for fulltime international students to check whether that course creates a better schedule. Once you have found an alternative that you want to take, email [your student advisor](#) to confirm whether you are eligible to take the class.

### ***Switch courses after arrival***

You will have until 1 September (for the autumn semester) or 1 February (for the spring semester) to finalize your course selections. Any change after these dates is not possible.

### ***Taking Norwegian classes during exchange***

UiS offers Norwegian language courses at the beginner and intermediate level for all new students. There is a fee for the course and it does not grant study credits: [Norwegian language course](#)

## **2B Exams**

The exam timetables are published in latest in April / November and the date may change 3 weeks before the first set exam date. Therefore, it is not possible to know beforehand when exactly your programme will end. However, the [academic calendar](#) will outline when the last possible exam dates will be, so you should plan your return flight after this date.

## **2C Academic Conduct (Exams at the UiS)**

Please be aware of the following:

- All exam regulations and guidelines are published on <http://student.uis.no/> under "[Examination](#)". All students are personally responsible for keeping themselves

informed about exam regulations, instructions and changes in exam dates, time and place. Exam dates are announced on the *Studentweb* and *canvas* at least three weeks before the exam period.

- Please be advised that students must be present in the exam room at least 15 minutes before the exam starts. Bags and other items must be placed in designated areas of the room.
- Candidates must have a valid photo ID-card on their desk until control and distribution of candidate numbers have taken place. Please note that without a valid photo ID-card, candidates will not be admitted to the exam.
- At the beginning of the exam, a brief presentation of practical information will be given.
- Allowed exam aids, such as dictionaries, may not contain loose pages/sheets, notes etc. Marking and highlighting is allowed. Exam aids that are not allowed or that contain notes etc. will be confiscated. If this is discovered after the start of the exam is announced, it will be considered as an attempt at cheating.
- Cheating and attempts at cheating will immediately be reported to the exam office, and will result in expulsion from the exam. Consequences of proven cheating or attempts at cheating will be dealt with separately by the university.
- Candidates who are ill and unable to present themselves for the exam must submit a medical certificate no later than five days after the exam.
- Remember that plagiarism is considered intellectual theft in Norway. Whenever you use other people's work, be loyal to the sources you use and document them. Include all references in your bibliography and check whether the information is correct. Ask your supervisor which citation style should be used and be consistent in using it.
- **Plagiarism and cheating will have severe consequences for your status as a student at the UiS, and you may risk permanent expulsion. Expulsion in turn may mean that you will lose your residence permit.**

## 2D Academic Calendar

Please visit our website for an updated version of the academic calendar:

[www.uis.no/studies/practical-information/academic-calendar/](http://www.uis.no/studies/practical-information/academic-calendar/)

\*Subject to change in May\*

## 2E University Campus

From Stavanger city centre you can reach the university campus in less than ten minutes by car, and only a few minutes longer if you prefer to take the bike. Public bus transport is also an efficient option with frequent departures to and from the campus area.

All faculties are located at *Ullandhaug* (main university campus) with the exception of the Department of Music and Dance, which is located in an idyllic surrounding at the city centre, near the Stavanger Concert Hall in *Bjergsted* Park.

Smoking is prohibited in the entrance ways at the University of Stavanger. **This is a strict rule, not a guideline!** There are designated areas on campus where smoking is allowed.

All smokers **MUST** go to these areas when they wish to smoke. The purpose with these rules is to give smokers a place to smoke where the smoke does not hinder others. All the buildings have their own smoking areas, marked with signs and equipped with ashtrays. You can get a map showing all of the smoking areas at the various information desks.

## **2F University Library**

The University Library (UL) consists of three departments, one is located at Ullandhaug, followed by the one at Bjergsted Park, the other is at Archaeological Museum and the fourth one is the Medical library which is located at the Stavanger University Hospital.

The UL at Ullandhaug is open around the clock

Staffed library: Monday - Friday 08:00 – 18:00, Saturday 11:00 - 17:00

At Bjergsted Park: 07:00 – 23:00

Staffed library: Monday - Thursday 09:00 - 18:00, Friday 09:00 -15:00

At the Archaeological Museum: 06:15 - 22:00

Staffed library: Monday, 09:00 - 15.00, Tuesday, 09:00 - 18:30, Wednesday - Friday 09:00 - 15:00

At Stavanger University Hospital: 07.30 - 15.00

Staffed library: Monday - Friday 09:00 - 14.00 (except Wednesday)

UL offers among others:

- Around 260 000 printed and more than 70 000 electronic books, such as subject books, research reports, reference works, public information, statistics etc.
- Around 500 printed academic journals and a great number of electronic journals
- Sheets of music, records, video recordings and DVDs
- 3D lab
- National and international newspapers
- Full text databases containing books, journals, newspapers and reference works
- Subject databases that support the studies and academic disciplines of the university
- Fiction, drama and poetry in Norwegian, English, German and French

## **2G Internet & Printing Facilities at the UiS**

UiS provides wireless connection in all campus buildings as well as stationary computers and printers. Printing costs (A4) is 0.35 NOK per sheet for black and white printing and 1.90 NOK per sheet for colour printing. Paper can be requested at the Student Information Desk at the main entrance of the Arne Rettedal's Building. All students receive an initial quota of 25 NOK.

## **2H Reserving a Group Room at the UiS**



All International Full degree programme and exchange students can login into TimeEdit to reserve a Group Room. Please note that after you have logged in the first time at TimeEdit via Feide, you need to contact the timeplan office at [timeplan@uis.no](mailto:timeplan@uis.no) with the name of your department/ faculty. Alternatively, you can also visit the timeplan office at the Arne Rettedal's building, 2F in order to get an access to book a Group Room.

## 2I Disability and Special Needs

Some students may need help during their time at UiS. If you seek assistance early, you increase the possibility of receiving the necessary assistance.

The UiS strives to provide all the students with equal opportunities. Assistance is given to any student who requires special assistance or equipment during his/ her studies or exam period (deadline **1 September** for autumn semester and **1 February** for spring semester). Remember to communicate your needs within the given deadlines and provide necessary medical documentation. All the faculties have a contact person for students requiring special assistance. Please contact a student advisor who will assess the type of assistance you can be offered. The office is located in the Arne Rettedal's building – ask at the Student Information Desk. For more information, please go to [www.uis.no/studies/practical-information/additional-needs/](http://www.uis.no/studies/practical-information/additional-needs/).

## 2J Requests for Official Transcripts of Academic Record

The University of Stavanger does only print your Transcript of Records on request.

Log in to [Studentweb](#) with your student number and password. Go to "Results"→"Order printout of results". Please note that the transcript will be sent to the address registered in the Studentweb. Hence, you need to update your address at any time.

If you have recently taken an exam, you should wait to order the transcript until your examination results have been announced (in Studentweb). The transcript will be issued in approximately one week.

If your home university requires that the transcript be sent directly to their office, you can make this request to [studeksp@uis.no](mailto:studeksp@uis.no). Please state your name, student number or 11-digit ID and address of the recipient.

For a transcript of records in English, an explanatory text of the Norwegian grading system will be included.

The service is free of charge.

## **2K DIPLOMA / CERTIFICATE (Only applicable for full degree students)**

Diplomas are issued routinely to students who have completed their university degree within regular time. A Diploma Supplement in English will be enclosed.

## **CHAPTER 3 Registration Procedures in Norway**

### **3A Visa and Residence Permit**

Most students need a visa to enter Norway and a residence permit for the period of their stay in the country. If you have any doubt regarding the visa or residence permit application, please contact the nearest Norwegian Embassy/ Consulate or go to [www.udi.no](http://www.udi.no). You will find an updated list of Norwegian Embassies at [www.norway.info](http://www.norway.info).

We have divided the useful information according to the country you come from. Please read the relevant information carefully.

#### **STUDENTS (Citizens) from EU/ EEA COUNTRIES**

You do not need a visa to study in Norway, however, you are required to register yourself with the local authorities and will receive a certificate of registration. Please note that both Sør- Vest Politi District- Immigration Office at Stavanger and Skatteetaten (Tax office) are located at the same address. In case you are visiting them for registration or have an appointment, please remember to go to (Service target)/ politi counter which is on the extreme left side of the Service Center for Foreign Workers.

#### **Students who are a citizen of Norway, Sweden, Denmark, Finland, or Iceland**

Please report your move to the National Registry in Norway. This can be done online at: [www.skatteetaten.no](http://www.skatteetaten.no)

#### **Students from any Other EU country, you need to follow the instructions below:**

A few weeks before your departure to Norway, register yourself online with the Norwegian Immigration Authorities: [www.udi.no](http://www.udi.no)

For step-by-step instructions, please see [Annex 1 \(Pg. 45- 49\)](#).

#### **STUDENTS FROM NON EU/ EEA COUNTRIES**

**Students who are studying in Europe and hold a resident permit in another Schengen Country**

With a residence permit in another European Schengen country, you are allowed to enter Norway without a visa for up to 3 months. If you will be studying in Norway for longer than 3 months, you need to apply for a visa either from your home country before departure or from Norway.

Please be sure to check which countries are members of the Schengen area before you travel. For example, the UK is not a member and you can therefore not transit through the UK to travel to Norway.

### Students from a visa-waiver country such as Brazil, Canada, Japan, Mexico, South Korea or the USA

Students from visa-waiver countries are allowed to **enter** Norway without a visa for up to 3 months. Since you will be studying in Norway for longer than 3 months, you need to apply for a study permit either from your home country or from Norway.

Whether you decide to apply for a study permit from your home country or from Norway will depend on several factors. If applying from your home country, you will need to travel to the closest Norwegian embassy or consulate to deliver your application. If this is located far from your home, you should consider applying after you arrive in Norway.

Visa processing times can take anywhere from two weeks to 3 months. If you need to be in Stavanger earlier than that timeframe, you should apply from within Norway. If not, you will not be able to travel until your visa is approved and you risk starting your studies late.

### Steps to obtain a study permit/ visa

The fee for a visa application is 5300 NOK. You will need to pay this online by Visa or Mastercard when you are ready to apply.

A study permit application requires that you can financially support yourself for the duration of your studies in Norway. The Immigration Authorities (UDI) require documentation of the amount of **NOK 116 369 per year**, or **NOK 58 184 per semester** (*Only applicable for exchange students who are here for one semester*), which you will use to pay your rent and other expenses while living in Stavanger.

This amount must be documented in one of the following ways:

- A confirmation from the University of Stavanger that you have deposited the amount in the university student account  
*This method is recommended. Please see information here: [www.uis.no/newstudents](http://www.uis.no/newstudents) under "Documentation of financing for students applying for study permit in Norway"*

- Documentation of scholarships such as Erasmus+ or NORPART, covering the amount
- A bank statement from your Norwegian bank  
*As an international student, this is generally not an option for you.*

Log on to <http://www.udi.no/en/> and click on "want to apply". You will be asked to enter your citizenship and select "Study permit". Answer the questions given until you are asked to fill in an application form in the Application Portal.

Once you are registered as a user, you will need to log in to begin the application. Here you may encounter some tricky questions as stated below:

#### **Application to be addressed to**

If you are applying from Norway, select *Sør-Vest police district - Immigration Office, Stavanger*. If applying from outside of Norway, choose your closest Norwegian embassy or consulate. In some countries, Denmark and Norway share a consulate so you may also be able to apply from a Danish embassy or consulate.

#### **University's organisation number**

**971564679**. When you enter this number and click search, the University of Stavanger's address details will automatically load.

#### **Your address in Norway**

1. *If you have not received your student dormitory or address in Norway yet, you can use the university's address: Rennebergstien 30, 4021 Stavanger.*
2. Once you have completed all of the questions, you will be asked to book an appointment. Select one of the dates and times available.
3. Print out the checklist of documents which you must bring with you, as well as the receipt of your application fee payment.
4. Remember to go to your appointment on time and bring all required documentation with you!

After the police registration, you will receive a residence card in the mail. The residence permit is usually valid for one year.

When you are granted your first student permit in Norway, you are automatically granted a permit to work part-time in Norway. This allows you to work up to 20 hours per week and work full-time during ordinary holidays

### 3B Renewal of Residence Permit

#### STUDENTS FROM NON -EU/EEA COUNTRIES

Students staying in Norway for more than one year must remember to apply for a renewal of their residence permits. The students are advised to start this process at least one - two months before the residence permit expires. Please register your application on the UDI Application Portal (<https://selfservice.udi.no/>). By now you will already have your Norwegian ID number. Along with that you will need your VISA/ MasterCard in order to pay the renewal application fee of NOK 5300.

After registration you need to book an appointment and appear in person at the Immigration Office at *Sør-Vest police district - Immigration Office, Stavanger*, which is located in Lagårdsveien 6, Stavanger. (Email: [sor-vest@politiet.no](mailto:sor-vest@politiet.no), phone: (+47) 51 89 90 00). Please note that the electronic registration and payment have to be completed before you visit Stavanger Police Station.

#### **What should I bring?**

- Copy of valid passport
- Documentation that you have sufficient funds to support yourself for the whole period covered by the permit, if granted. (approximately 116 369 NOK for one year)
- Transcript of records from the last academic year
- If you want to apply for a renewal of your part time work permit, you also need to bring the *Statement of the progression of studies and part time work (Uttalelse om studieprogresjon og deltidsarbeidstillatelse)*. This form is available online in Norwegian and should be signed and sent by your Faculty administration:

<http://www.udi.no/globalassets/global/skjemaer/uttalelse-om-studieprogresjon.pdf>

If you changed your study programme mentioned in your original study permit, you must also submit a new Letter of Admission and a new curriculum/study plan.

When you get granted a study permit for the first time you automatically receive a part-time work permit. However, when you apply for a renewal of your study permit, the police or the UDI must evaluate the progress of your study before such a part-time work permit is granted again. You must document satisfactory progress in your studies in order to continue to work part-time with a renewal application of a part-time work permit. This requirement is met by enclosing *Statement of the progression of studies and part time work (Uttalelse om studieprogresjon og deltidsarbeidstillatelse)*. This form should be filled out by the student before it can be signed by the UiS. Master's degree students should ask their faculty coordinator to fill out point 3. This statement is required because it is the studies, not the work, that is to be the main purpose of your stay in Norway.

### 3C Norwegian ID-number (*Fødselsnummer*)

Norwegian ID-number is needed in order to

- Inform the authorities about your address in Stavanger
- Open a bank account
- Obtain a tax deduction card (*Skattekort*) for work
- Automatically become a member of the Norwegian Health Insurance Scheme (*Folketrygden*).
- Buy a SIM card (for mobile phones)

Please note that in general the application for Norwegian ID-number can be submitted only after the residence permit has been granted.

#### STUDENTS STAYING FOR MORE THAN SIX MONTHS

If you plan to stay in Norway for more than six months, you need to apply for Norwegian ID- number by registering at the National Registry (*Folkeregisteret*). The process of obtaining the Norwegian ID-number can take up to 6 weeks.

#### STUDENTS STAYING FOR LESS THAN SIX MONTHS

If you plan to stay in Norway for less than six months, you are not eligible to apply for Norwegian ID-number.

### 3E Registration at the UiS and Registration Fee

#### ALL STUDENTS

All students are required to participate in the semester start activities in order to receive the necessary information and participate in the essential, practical procedures at the university. These procedures include:

- Getting your student card (this is only valid with the semester fee receipt, or the mobile application "Student ID" )
- Registration online via *Studentweb* and [canvas](#)
- Payment of the semester fee (not necessary for exchange students participating in the Erasmus and Nordplus programmes or students on bilateral exchange agreements). Invoice will be handed out to the relevant students during semester start
- Confirm your study plan online via *Studentweb* (deadline 1<sup>st</sup> of February and 1<sup>st</sup> of September)

## CHAPTER 4 Accommodation

## Accommodation

Student accommodation in Stavanger is limited, but in recent years UiS has been able to offer a room to all students who apply within the deadline. International students are given priority for single rooms in the student dormitories at SIS housing. More information about pricing may be found here: [www.uis.no/accommodation](http://www.uis.no/accommodation). The rooms are furnished and have free broadband Internet connection. Exchange students are also offered housing owned by the University of Stavanger (UiS).

However, if you wish to find your own accommodation on the private market, you are free to do so, but the International Office cannot assist you with this. A good resource for looking for rooms is [finn.no](http://finn.no) or [hybel.no](http://hybel.no), but these sites are only in Norwegian.

### **BEFORE ARRIVAL**

#### *Application procedures and deadline*

You will receive information regarding the application procedure and application form for accommodation together with the Letter of Admission.

#### *Contract*

In order to move into your room, you must sign the housing contract enclosed in the information folder. The contract is a binding legal document which outlines rules and regulations that you are expected to follow. Read the contract carefully. Make sure that you understand and accept the conditions outlined in the contract before signing it. Should you wish to extend your lease with SiS Housing (to another date than the one indicated in the contract), you must do this before 1<sup>st</sup> November / 15<sup>th</sup> February.

#### *What do need you bring along with you*

- All students must bring their admission letter, passport and/or national ID card, and proof of health insurance. If you are applying for a visa, make sure that you have all required documentation with you.
- As no kitchen and cooking utensils, duvet, pillow or towels are available in the student dorms, you have to bring your own or purchase the items upon arrival. An economic option is IKEA if you decide to buy the items upon arrival. Visit [www.ikea.no](http://www.ikea.no) to learn more about their selection.
- The internet subscription is included in your rent, but you may need to buy a router for your room if a previous student has not left one behind. A good place to buy one is the store Clas Ohlson, or LAN cables can be bought in the campus bookstore.
- All students should bring some cash (Norwegian kroner) with them in case of difficulties with cards/emergencies. The Stavanger airport does not have a currency exchange centre.
- If you are arriving in the late afternoon or evening, we recommend that you bring some dry food and snacks in your hand luggage because the nearest supermarket may not be open. Supermarkets in Norway are generally not open on Sundays!

\*If you want to buy second-hand utensils, Fretex offers a selection of used and cheap

utensils (selection will vary). There are two Fretex shops located in Midtgårdveien 22 and Langflåtveien 15.

Visit <http://www.gulesider.no/finn:fretex/stavanger> to learn about their locations.\*

**Please inform us of your arrival date and time after you have booked your tickets. ([exchange@uis.no](mailto:exchange@uis.no) for exchange students and [admissions@uis.no](mailto:admissions@uis.no) for full-degree students)**

## UPON ARRIVAL

### **Picking up your keys, moving and living in the student dorms**

More information will be found in your admissions letter.

### *Internet*

In some dormitories, you will need to have a cable to connect your laptop to the Internet. If you do not have a cable you can buy one at SiS bookstore, or you can buy it in any PC/Electronic retailers. If you want to have a wireless network connection, you have to buy a wireless router.

Please note the following in reference to SiS and UiS housing:

- The rooms are very modest with basic furniture only (bed & desk).
- The capacity of student housing is limited. Consequently, we regret that there is no housing guarantee.
- A confirmation about you getting a dorm will be emailed to you during autumn. You will then need to respond to the email to secure your place.
- A change in the study plan, the date of arrival or departure has to be immediately reported without delay.
- Standard contracts always cover one full semester starting from 1 August to 31 December. They are not based on arrival or departure dates. Therefore, if you arrive in late January for example, you will still be obligated to pay for the full month of January. **It is not possible to terminate a contract during the first semester.** Please note that even if you decided to move out, you will be liable to pay 5 months' rent for the whole contract period.
- Shorter contracts are issued only for Nursing exchange programmes with no option to terminate the contract during the first semester.
- Sharing a room is generally cheaper than having a single room. In the online form, you can select a shared double room and the university will assign you a roommate. You can also request to live with another registered exchange student. **It is also not possible to move internally and change the address during the first semester.**
- You will not be able to specify which dormitory you want to live in. Due to limited capacity in the student dorms, you will be placed where space is available. The only



exception to this is if you have an illness or disability, in that case you need to submit a doctor's note (in English) to Arnljot Corneliusen <arnljot.corneliusen@uis.no>.

- International students cannot change their room with another person in the dorms, nor change dorms without the approval of SiS Housing. This is due to security reasons.
- There are **no family flats** available to international students. International students will be offered a single room with common kitchen and shared bathroom.
- Not all dormitories having access to parking, so if you bring a car you will be placed in a dormitory with parking.
- Prices for rooms vary depending on the dormitory and include internet and electricity. For a list of prices, please see [here](#)
- After you have moved in, you will receive a bill by email at the end of your first month, which can be paid via online banking.

## DURING YOUR STAY

### *Rent*

You are personally responsible for paying your own rent. The invoice will be available online. Please note that the rent must be paid from the first day of the contract, regardless of whether you move in later. Furthermore, it is not allowed to terminate a contract during the first semester.

The rent varies according to size and standard of the rooms, but it is approximately NOK 3000–5050 per month (heating and electricity included).

Please note that the SiS Housing office does not accept direct payment of the rent in cash or by credit card. Before you open a bank account you can pay the rent at a bank or post office by taking an invoice. The bank or post office will charge a fee for their services.

The rent can also be paid from abroad. You will then need to use the following information to make the transfer:

- Bank account: 32010740745 (SiS) (No space between numbers)
- Bank address: Sparebank 1 SR-Bank, Postboks 250, N-4066 Stavanger, Norway
- IBAN: NO3732010740745 (No space between numbers)
- BIC: SPRON022

## LEAVING

As long as all bills are settled upon departure and your room is checked, you are set to leave. Should you leave your room untidy and unclean, you will be charged with the expenses for cleaning. Please give notice of your departure well in advance.

## CHAPTER 5 Student Welfare Organisation (SIS)

The Student Welfare Organisation - SiS (*Studentsamskipnaden i Stavanger*) – manages

student accommodation, a kindergarten, health services, cafeterias, a sports centre and a bookshop. Furthermore, it provides financial support to several student organisations. For more information, please visit their website: <https://studentensbeste.no/english/>

The SiS head office is located in the Kitty Kielland's Building on the main university campus. Opening hours are Monday - Thursday 08:30 - 15:30, Friday 08:30 - 15:00.

For all questions concerning the issues mentioned above, you can visit SiS website: [www.studentensbeste.no/english/](http://www.studentensbeste.no/english/) or contact them by email: [sis@studentensbeste.no](mailto:sis@studentensbeste.no) or by phone: (+47) 51 83 33 00.

## CHAPTER 6 Student Organisations

### Main Student Organisations

#### STOR

The Student Organisation (StOr) represents all students at the UiS. StOr focuses on students' welfare and rights, culture and political issues as well as the overall quality of education. It is organised on different levels according to the different activities at the university. The highest level is the student parliament with a total of 17 student members. The President and the Vice-President work full time so that the students can have a better experience at the UiS. StOr also fights for the individual student's rights.

At the beginning of autumn semester in August, StOr arranges *Fadder*, the mentor programme for all new students at the UiS. The mentor programme is important for a good introduction to student life. This programme gives the opportunity to get to know new students and previous students at the UiS and to become familiar with the university campus. As a great deal of information is given during this week, it is essential that new students arrive in time to participate in the entire programme.

Contact information: [www.stavangerstudent.no](http://www.stavangerstudent.no)

Email : [stor@stor.uis.no](mailto:stor@stor.uis.no)

Phone: (+47) 51 83 24 01

Office address: Studentenes hus, 2nd floor, UiS Campus

#### INTERNATIONAL STUDENT UNION

ISU-Stavanger is a branch of ISU Norway, a non-profit organisation run by and for international students. On a national level ISU works in co-operation with the Norwegian Students' Organisation (NSO).

ISU is a democratic organisation. Every international student who has a student card and has paid the semester fee is qualified to be a member or a supporter of ISU. Those studying

at PhD programmes are also included. ISU-Stavanger welcomes any Norwegian student at the UiS who is interested in joining the organisation as well. All members have the right to run for office and to vote.

Contact information:

<https://www.facebook.com/ISUStavanger/>

E-mail: [isu.stavanger@gmail.com](mailto:isu.stavanger@gmail.com)

Office address: Room 212, Pavilion 9, UiS Campus

### ESN – Erasmus Student Network

Erasmus Student Network (ESN) is one of the biggest interdisciplinary student associations in Europe. For supporting and developing student exchange.

They also run a buddy group for exchange students.

Contact information:

[https://www.facebook.com/ESNStavanger/?ref=br\\_rs](https://www.facebook.com/ESNStavanger/?ref=br_rs)

E-mail: [stavanger@esn.no](mailto:stavanger@esn.no)

## CHAPTER 7 Living in Norway

### 7A Language

The native language in Norway is Norwegian, but established by law and governmental policy, there are two official forms of *written* Norwegian – Bokmål (literally "book language") and Nynorsk (literally "new Norwegian"). *Bokmål* is used by the majority of Norwegians and is a Norwegian adaptation of written Danish, since Denmark ruled the country for some centuries. *Nynorsk* is a standard based on Norwegian dialects and is used mainly in the western part of Norway, where Stavanger and the UiS are situated. There is no officially sanctioned standard of spoken Norwegian, and most Norwegians speak their own dialect in all circumstances.

While staying here, you should take the opportunity to acquire knowledge of the Norwegian language. The UiS offers a brief elementary language course in Norwegian for new international students. This course is an introduction to Norwegian language and culture. You will gradually build up your competence and confidence in speaking, reading and writing Norwegian. Please note that by attending this course you will not gain any study points (credits).

Should you be interested in learning Norwegian at a more advanced level, please check the following websites of private institutions offering regular courses in Norwegian. Be aware that these courses are not free of charge:

- UiS Pluss (<http://www.uis.no/norwegian>)

- Johannes Læringscenter in Stavanger (<http://www.velkommentiljohannes.no/>)
- Folkeuniversitetet in Stavanger (<http://www.folkeuniversitetet.no>)
- Aftenskole Rogaland (<http://www.aftenskolen.no/aftenskolen-rogaland.107787.no.html>)

But do not worry; you should be able to get by even with limited or no Norwegian skills, as English is a compulsory subject in primary and secondary schools and most Norwegians have a good command over English. Many Norwegians also speak German, French or Spanish as their third language. It is important to note that as a foreigner you might find that many Norwegians want to speak English with new international students. Thus, to acquire a good grasp of Norwegian, a lot of initiative is required!

## **7B Country and its People**

Norway is a land of contrasts. There are four seasons that each offer a changing landscape, new outdoor activities, a different way of living and new experiences.

Coming to Norway from a completely different culture is in itself a challenge, and it can be difficult to understand the Norwegian code of behaviour. Norwegians are, however, usually very good at answering direct questions. So it is up to you to make sure that you ask questions, not only about the language but also about any cultural situation which may puzzle or confuse you.

At the beginning, most of you will be on the lookout to establish and expand your social network. The best way is to be outgoing and find opportunities to meet and participate in as many extra-curricular activities as you can.

Foreigners often wonder about the relationship between men and women in Norway and their code of conduct. Norwegian women are brought up in a society with a strong sense of equality and equal rights. They are also brought up to take responsibility for their actions and to draw the boundaries of personal space themselves.

In Norway both sexes are accustomed to being together from early childhood. Friendly relationships between men and women are very common, and it is therefore common for Norwegian students of both sexes to live in mixed flats.

More information on <http://www.studyinnorway.no/Living-in-Norway/Norwegian-society>

## **7C Climate**

Norway's climate is less severe than might be expected from its geographical location. Thanks to the warm Gulf Stream, most of Norway benefits from relatively mild temperatures. However, the climate varies considerably from coastal to inland areas. The coastal regions have a climate with relatively mild winters (-4 to -7 degrees centigrade) and cool summers (12 to 20 degrees centigrade). Inland areas have a continental climate with cold winters (-10 to -15 degrees centigrade) and warm summers (15 to 25 degrees centigrade).

An interesting phenomenon in Norway is the seasonal change in the length of day and night. In midwinter, daylight lasts for less than six hours in the southern part of the country, while in the far north darkness prevails. In midsummer, daylight takes over and there is no "real" night during June and July, even as far south as Trondheim (this cannot be observed in Stavanger, though).

Weather forecast online: [www.yr.no](http://www.yr.no) and [www.freemeteo.com](http://www.freemeteo.com)

## 7D Clothing

Norwegian weather is liable to change from day to day. We suggest therefore that you bring a selection of items, both light and warm clothes that you can layer. This will keep you warm:

- Waterproof/ windproof jacket
- Warm jumper or wool\* sweater/ fleece jacket
- Warm long underwear (preferably wool\* tights)
- Comfortable, warm and waterproof shoes/ boots
- Scarves, gloves and hats if you are going to be here in winter – preferably made of wool\*

(\*A particular property that wool has, is that it will keep you warm not only when dry, but also when you are wet from the rain).

Do not forget to bring an umbrella! Additionally, in autumn and spring you may want to bring waterproof trousers as well as a jacket.

If you are not able to bring along warm clothes from your home country, it is important to have enough money with you to buy suitable clothing for different seasons.

## 7E Recycling

To contribute to preserving the environment, garbage in Norway is separated in order to recycle it properly. In the beginning, this custom can be confusing for newcomers to the country.

At residential properties and on the streets there are three separate bins: green for paper, brown for organic waste, and black for everything else. Do not use plastic bags to collect your organic waste as this may result in the garbage collection service not emptying your organic bin.

Bottles that have the sign "Pant" can be returned to the supermarket. There are machines in which you place the bottles. In return, you receive a receipt for which you get cash for at the checkout counter.

Glass and metal can be recycled in special containers in your local shopping area. For batteries there are small boxes usually placed in the entrance area or at the checkout counter of supermarkets.

## 7F Transportation

### Bus

The bus is a common means of transport for students in Stavanger. All SiS Student dorms are located within walking distance to a bus stop. A monthly bus card gives the right to travel on local buses within a designated area. A valid student ID-card and proof of semester registration are required to obtain a bus card with a student discount. The bus company in Stavanger, Kolumbus, has a very informative webpage where you can find all the timetables and check which bus can take you to the destination chosen. There are several buses coming to the main university campus: 6, 7 and X60.

For further details, check [www.kolumbus.no](http://www.kolumbus.no)

### DRIVING LICENCE

It is advisable to get an international driving licence in your home country before you leave. Ask your local motoring association or the authorities that issued your original driving licence, for further information. Traffic rules of the road are strict. Keep in mind:

- Drive on the right side of the road
- Use of headlights is required all year round, all day
- Use of seatbelts is compulsory
- Do not drive faster than the allowed speed limit. Speeding fines are high.
- Drunken driving is considered a very serious matter in Norway. Penalties are severe. According to Norwegian law, there is a zero tolerance for alcohol consumption for drivers.
- Stop each time a pedestrian is planning to cross a street on the zebra crossing.

Students from EU/EEA countries who have a valid driving licence do not need to exchange it in order to continue driving in Norway.

If you have moved to Norway and your driving licence was issued outside the EU/ EEA in one of the following countries: Australia, Canada, Hong Kong, Israel, Monaco, New Zealand, San Marino, South Korea or the USA, you can exchange it for a Norwegian driving licence after passing a practical driving test. If you have a Category B driving licence (passenger car) issued in Greenland after 1 January 1995, you can exchange it for a Norwegian driving licence after passing a practical driving test. If you have a passenger car licence from Japan or Switzerland, you can exchange it for a Norwegian Category B licence without taking a practical driving test.

This exchange must be made within one year after your entry to Norway, and all conditions stipulated for a Norwegian driving licence must be fulfilled:

- The driving licence must be valid when the application is submitted
- The licence holder must be legally resident in Norway and have a residence permit

- The licence holder must have reached the age stipulated for driving a passenger car in Norway

The driving licence must without exception be issued by the applicant's last country of residence.

Contact a traffic service office to find out what steps you need to take to be allowed to drive in Norway. For more information please visit [www.vegvesen.no](http://www.vegvesen.no).

### *Driving as a visitor*

People coming to Norway from countries outside the EU/ EEA after 1 July 2010 can use their foreign driving licence for up to three months after residence in Norway has been registered. Registration of residence means registration with the Norwegian authorities. These rules apply both to people visiting Norway (tourists, students and the like) and to people who take up normal residence in the country. It is not possible to apply for an extension of driving entitlements after the three months have expired.

More information is available on [Error! Hyperlink reference not valid.](#) under *driving licence*. Information about driving a foreign car in Norway you can find on [www.toll.no](http://www.toll.no).

### **Taxi**

There are several taxi companies available in Stavanger, such as *Rogaland Taxi* (+47) 51 90 90 50 and *Miljøtaxi* (+47) 51 58 66 66. However, be aware that taxis are expensive – you should not expect to pay less than 250 NOK for a trip within the city.

## **7G Religion**

All Norwegian inhabitants have the right to practice their religion freely. Eight out of ten ethnic Norwegians are members of the Church of Norway. However, this does not necessarily mean that all are practicing their religion. Most Norwegians are nominal members, only occasionally attending church services (every congregation has usually its own service at 11:00 on Sundays). The two other big religious groups are: Roman Catholics (3%) and Muslims (2%). There are many other denominations in Stavanger such as Methodists, Baptists, Pentecostals, Humanist organisations and a small Jewish community.

In Norway, there is full freedom to practice the religion of one's choice. However, many Norwegians consider religion a strictly private matter, and are thus not always prepared to discuss religion. It is mainly in the large cities that you will find synagogues, temples, catholic churches and mosques.

The UiS has a Student Chaplain who is employed by the Church of Norway to assist all students at the UiS, regardless of religion. She arranges masses, seminars and meetings concerning students, society and religion. She is also available for counselling. Her office is located in Studentenes hus, 2F.

There is a Silent Room at the university, located in the Arne Rettedal's building, 2F, Rm V-

212, a place for contemplation for all students who need a quiet minute or a prayer. The room is open to anyone, believers and non-believers.

There is also a praying room for Muslims situated in the Kjølvs Egelands building. Please contact with Muslim Student Organisation (MSOS) via Facebook.

Useful links and addresses:

- Church of Norway: <http://www.gammel.kirken.no/english/>, e-mail: [kirken@stavanger.kommune.no](mailto:kirken@stavanger.kommune.no)
- Catholic Church: St. Svithun kirke, St. Svithuns gate 8, <http://stavanger.katolsk.no/>, e-mail: [stavanger@katolsk.no](mailto:stavanger@katolsk.no)
- Stavanger International Church, Misjonsmarka 12, [www.sic.no](http://www.sic.no), email: [office@sic.no](mailto:office@sic.no)
- Stavanger Mosque, Store Skippergate 4, <http://www.moskestavanger.no/>

## 7H Sports and Leisure

In Norway, many people stay outdoors as much as possible and this is reflected by their hobbies and interests. Outdoor activities are popular among people of all ages. Stavanger and the surrounding region offer many opportunities for various activities. There are opportunities for cycling, fishing, hiking, skating, swimming, bowling, golfing, and more. Wintry weather and snow are uncommon in Stavanger, but just an hour's journey from the city you can enjoy both downhill and cross-country skiing.

UiSI is the UiS student sports club. Students who join UiSI can participate in various activities, such as aerobics, badminton, basketball, a variety of dance sessions, soccer, golf and volleyball – to name but a few!

If you prefer being a spectator, Stavanger has several top-ranking teams in different sports: soccer, handball, volleyball and ice hockey. In addition, there are opportunities to watch trotting at *Forus Travbane*.

When it comes to leisure, you can wander on the beautiful beaches of Jæren, and see and feel the white sand that stretches as far as the eye can see. The twenty-five kilometres of sandy beaches and the luminous skies are well worth the journey. You can experience Fjord Norway - the Lysefjord, the Pulpit Rock, and Kjerag. Or you can go island hopping to beautiful Rennesøy and Finnøy, to the large petro glyph field on Austre Åmøy or the fascinating, windswept island of Kvitsøy far out towards the ocean.

Stavanger swimming pool (city centre). Phone (+47) 51 50 74 51.

## 7I Culture and Entertainment

Events related to culture and entertainment are announced in the local newspaper *Stavanger Aftenblad* [www.aftenbladet.no](http://www.aftenbladet.no). Most events are listed under *Kultur* or *Underholdning* (Culture or Entertainment). Many cultural institutions offer discounts for students with a valid student ID-card. Make sure you ask for a student discount when buying or ordering tickets.



## STAVANGER CULTURAL CENTRE

Stavanger Cultural Centre, *Kulturhuset Sølvsberget*, offers a wide range of cultural activities. The main contributors are *Stavanger Bibliotek*, one of the biggest public libraries in Norway, and *Stavanger Kino* (<http://www.sfkino.no/sfkino/stavanger/>), a movie theatre in the city centre. The public library offers reading rooms with foreign newspapers and magazines, a film and music department, and a children's department. *Stavanger Kino* has 11 rooms and a total of around 1200 seats. The movie theatre is the fourth largest in Norway and it shows almost 300 different movies each year.

## CONCERTS AND NIGHTCLUBS

You will find that Stavanger has a thriving nightlife.

*Folken* is the student society in Stavanger, well known for its great concerts. It is located close to the city centre in the eye-catching yellow building with its neo-classicist facade drawn by Norwegian architect Gustav Helland. In 1988 students took over the building and finally had a house of their own in the city centre. As a student in Stavanger, *Folken* offers you the opportunity to get involved, to meet new people and - last, but not least - discounts on everything. Run by an administration of a total of 5 employees dedicated to serving the students' interests, and a group of nearly 200 volunteers filling the house with a variety of activities. Only your imagination - and physics - set the limits for what is possible at *Folken*.

Concerts in *Folken's* main hall - *Storsalen* - make up the majority of the program and the venue is established in Norway and Scandinavia as a natural stop on the tours of domestic and international artists. There is also a café called *Akvariet*. In Kafe Akvariet you can participate in the quiz and other activities.

Other activities are also very welcome at *Folken*. If the students feel something is missing, *Folken* will try the best it can to help you make it happen. Whether you are looking for a place to just hang out with new friends or want to get more involved and sign up as a volunteer, *Folken* is the first place you should go to.

For more information:

[www.folken.no](http://www.folken.no)

[www.fb.com/studentersamfunnet.folken](https://www.facebook.com/studentersamfunnet.folken)

*Folken* is also venue for music festivals in Stavanger: *Musikkfest* is a weekend of about 100 free concerts around the city. They need many volunteers every year and this is a great opportunity to meet new people and of course get free concert tickets!

In addition, there are numerous other opportunities for enjoying live music or dancing in one of the bars and clubs downtown. *MaiJazz* is an annual jazz festival taking place in May, featuring national and international artists. For more information, visit [www.maijazz.no](http://www.maijazz.no)

## CLASSICAL MUSIC

Various classical concerts are held at Stavanger Concert Hall. In addition to classical offerings, Stavanger Concert Hall hosts a variety of other cultural events. The University's own music students often have public rehearsals and concerts here, free of charge. Classical music may be played at churches and other venues throughout downtown Stavanger as well. The International Chamber Music Festival (ICMF) is an annual event, taking place each August, featuring both national and international artists.

## THEATRE

Every year Rogaland Theatre presents approximately 12 productions on four different venues: *Hovedscenen*, the main auditorium with 375 seats; *Intimscenen*, a black box studio with an average capacity of 70; *Kjellerteatret*, a small black box studio in the cellar and *Turnhallen* where the number of seats varies. For more information, visit [www.rogaland-teater.no](http://www.rogaland-teater.no)

## MUSEUMS

There are many museums in Stavanger, such as the Norwegian Petroleum Museum. For more information see *Chapter 10*.

## FESTIVALS AND TOURNAMENTS

Throughout the year, and especially during the summer and early autumn, there are numerous festivals and tournaments in and around Stavanger. Visit [www.regionstavanger.com/en](http://www.regionstavanger.com/en) for updated information about what's on in the Stavanger area.

## CHAPTER 8 Financial Matters

In order to avoid a cash-flow problem while staying in Norway, you are advised to bring an international credit/ debit card. You should have enough money available to make it through the first four weeks.

### **8A Cost of Living**

Norway is one of the most expensive countries in the world. International students will find that prices are very high in comparison with prices in most other countries. Accommodation, food, and transport are all expensive. Recreation and entertainment are also expensive, but your student ID-card entitles you to certain discounts on bus fares, theatre tickets, etc. The discount may vary from 10% to 50% depending on the business/shop.

It is estimated that you will need a minimum of around 8500 NOK per month in order to cover all your expenses.

Remember that during your first semester, you will use a substantial amount of money for setting up your room and for buying suitable clothing for the Norwegian climate.

Please see the following link for a detailed overview of estimated living expenses:  
<http://www.uis.no/getfile.php/Internasjonalt%20kontor/budget.pdf>

## 8B How to Save your Money

As you will discover soon, food and clothing are expensive in Norway. Here you have some tips:

- Buy your groceries at the cheapest grocery stores, such as Rema1000, Kiwi and Coop (Prix, Obs! and Extra).
- Groceries at petrol stations or other kiosks are usually expensive
- Bring a packed lunch instead of buying it at the cafeteria
- Limit eating out at cafes or restaurants to special occasions
- Limit the purchase of alcoholic beverages and cigarettes (not only good for your pocket, but also for your health!)
- Several Asian stores sell non Norwegian food and the prices are reasonable
- Reasonably cheap clothing stores are H&M, Lindex, Cubus and KappAhl
- Reasonably cheap shoe stores are Økonomi Sko and Din Sko

### MISCELLANEOUS

- Buy necessary household items at IKEA.
- Buy telephone cards at international groceries or use Skype to phone home
- Use walking, cycling, or taking the bus as your means of transport. Limit the use of taxi
- Kvadrat is one of the biggest shopping centres in Norway (accessible by bus)
- Amfi Madla is the biggest shopping centre near the university (Madlakrossen)
- Fretex is the biggest second-hand chain in Norway, owned by the Salvation Army. You can find books, glass, arts and crafts, bedclothes, clothes, bicycles and sport equipment, suitcases, antiques, insoles and heavy socks etc. ([www.fretex.no](http://www.fretex.no))
- Sparkjøp in Hillevåg is also a reasonable option for household articles, clothing, and cosmetics

**IMPORTANT:** Most stores and shopping centres in Norway are closed on Sundays. See page 42 for more information about Sunday shopping.

## 8C Norwegian Bank System

In Norway it is possible to open a bank account **ONLY** after you have received your Norwegian ID-number from the National Registry. The UiS cooperates with a local bank in order to help the students obtain a bank account.

**Students staying for more than six months:** after you have received your Norwegian ID- number, you can apply for internet banking and visa card.

There are many banks in and around the city of Stavanger. Opening hours are usually 09:00 – 15:30 in the winter, and in the summer they usually close half an hour earlier. On Thursdays, banks may be open until 17:00. All banks are closed Saturdays and Sundays. There are automatic teller machines (ATM) in service 24 hours a day.

Please note that banks charge for almost every transaction and service, including use of ATMs outside opening hours. In order to avoid a cash-flow problem while staying in Norway, you are advised to bring an international credit/ debit card. You should have enough money available to make it through the first four weeks.

Self-financing students from non-EU/ EEA countries, who transferred around 116 369 NOK as deposit, will get the money back as soon as they open a bank account. This procedure takes some time. Therefore we strongly recommend you to bring enough cash, traveller's cheques or an international credit/debit card in order to cover living expenses for the first month.

If you need to transfer money abroad, you will require the following information:

- SWIFT-code (the banks code)
- IBAN-number (European countries)
- Account number (all countries)
- Full name and postal address of the bank and the receiver

## **8D Norwegian Postal System**

The Norwegian state owns the Norwegian Post, which offers a wide range of facilities, including banking services and exchange of foreign currency. If you want to exchange money at the post office, remember to bring your passport!

Students, who have just recently moved to Norway and Stavanger, have to register with the *Norway Post* (Norwegian postal office) in order to receive mail/post.

### **REGISTER WITH YOUR NORWEGIAN ID-NUMBER**

This option is only available if you already have received your Norwegian ID-number:

- Call the toll free number (regular costs from mobile) 04004/ 22030000 (Monday–Friday 08:00–18:00, Saturday 09:00–14:00)
- Have your full address ready: street name and number, dorm room number, postal code
- Press key nine - you will then be transferred to an operator who speaks English and can take your message
- After three to five days, this will have been registered at the local post office

### **REGISTER WITHOUT YOUR NORWEGIAN ID-NUMBER**

If you have not yet received your Norwegian ID-number, you have to go directly to the central post office in Stavanger located in the city centre, Haakon VII's gate 9 (opening hours Monday-Friday 09:00–18:00, Saturday 10:00–15:00) with your full address and your passport. See <https://www.posten.no/en/>

## **8E Part-time Employment**

When you are granted your first-time residence permit as a student, you are also granted a part-time work permit automatically. This permit allows you to work up to 20 hours per

week in addition to your studies and full-time during holidays. However, the University of Stavanger does not recommend students to combine full-time studies and work.

Please note that the International Office does not assist students with finding a part-time employment. Remember that part-time work and holiday jobs are difficult to find. Therefore students should not plan to partially fund their studies in Stavanger through a paid part-time work.

### **STUDENTS FROM NON EU/ EEA COUNTRIES**

A fee is charged for the residence permit application as a student, but you do not need to pay a separate fee for the part-time work permit. A part-time work permit is granted for the duration of the residence permit as a student. However, when you apply for a renewal of the residence permit, the work permit is not automatically renewed. To get your work permit renewed, you are required to submit a statement from the UiS (*Uttalelse om studieprogresjon og deltidsarbeidstillatelse*) with your application. The statement declares whether part-time work will interfere with the progress of your studies. The reason for this is that your studies, and not the work, should be the main aim of your residence in Norway.

For more detailed information concerning visa renewal, please see the [chapter no. 3](#).

### **STUDENTS FROM EU/ EEA COUNTRIES**

A student from EU/ EEA countries do not need a work permit, and can work in Norway after they have registered with the police. Please remember that EU/ EEA students must register with the police within 3 months after arrival in Norway. Students from countries in the EU/ EEA do not need to show statement from the institution that the work will not affect the study progress (*Uttalelse om studieprogresjon og deltidsarbeidstillatelse*).

More information about work permits for students is available on [www.udi.no](http://www.udi.no) under studies and part time work.

### **ALL STUDENTS**

If you get a paid job in Norway you will need a bank account and a tax deduction card (*skattekort*) in order to receive your salary. You have to contact the tax office (*Skatt Vest*) in Stavanger, located in Lagårdsveien 46. Toll free number from land line (in Norway) 800 80 000 - wait for reply from an officer and ask to speak in English. Office hours: Monday-Friday 09:00–15:30.

See [www.skatteetaten.no](http://www.skatteetaten.no)

### **THE CAREER AND COUNCELLING CENTRE AT THE UIS**

The UiS has established the Career Centre where students can receive advice about career opportunities, part-time work, etc. The office is located in the Arne Rettedal's Building near the main entrance.

For more information, contact the Career Centre: [karriereveiledning@uis.no](mailto:karriereveiledning@uis.no)

There are some types of jobs you can apply for, even if you do not speak Norwegian - but speaking English is a necessity. Here are some examples:

- Newspaper delivery
- Cleaning
- Warehouse work
- Production work within industry
- Work in restaurants/pubs/cafeterias, e.g. cook, waiter, dishwashing (particularly in restaurants/pubs with a profile from your native country)
- Travel-business: guide/courier (here it is an advantage to master several languages)
- Seasonal work in agriculture (e.g. picking strawberries)
- Packing of fruit, books, etc.
- Forwarding and transportation
- Park service/gardening
- Providing private services (gardening, baby-sitting, maintenance work, cleaning, handiwork, etc.)

## **8F Using cash in Norway**

Please keep in mind that Norway is moving towards becoming a cashless society. As a result of this exchanging money at the post office or bank will come with large additional costs and fees. Furthermore, SiS will soon limit the use of cash transactions at their cafeterias.

## **CHAPTER 9 Health Matters**

### **9A Medical Insurance**

*NAV* is the Norwegian Labour and Welfare Organisation and the public agency administrating the regulations of the Norwegian National Insurance Scheme. Please visit the website <http://www.nav.no/English> for more details.

- All municipalities have an emergency ward (Legevakt) for medical urgencies out of GP's working hours - Stavanger Legevakt Phone: 51 51 02 02
- The medical emergency phone number is 113

### **If the duration of your stay in Norway more than one year...**

You automatically become insured under the Norwegian National Insurance Scheme when you register as a student at the UiS and as a resident in Norway (obligatory membership). For more information click [here](#)

**However be advised that,**

- As a member of the Norwegian National Insurance Scheme, you still pay a fixed part of the cost of public health services, called patient charges. This applies to medical treatment and buying prescribed medicines.
- A Norwegian National Insurance membership only entitles you to medical care, so it does not render travel insurance obsolete.
- In addition, dental care is not covered by the Norwegian National Insurance Scheme.

### **If the duration of your stay in Norway is between three and twelve months...**

#### **STUDENT FROM NON EU/ EEA COUNTRIES**

- You must bring private health insurance coverage from your home country.
- You may apply to become a member of the Norwegian National Insurance Scheme, but there is no guarantee that you will be granted membership. Once you obtain your Norwegian personal number, you can apply for a voluntary membership of the Norwegian National Insurance Scheme. To apply, go to the Norwegian Labor and Welfare Administration's website and log in as student. Click [here](#)

#### **STUDENT FROM EU/ EEA COUNTRIES**

- You must bring the European Health Insurance Card which is obtainable in your home country.
- The European Health Insurance Card only entitles you to medical care under the Norwegian National Insurance Scheme.
- For more information about the European Health Insurance Card, click [here](#)
- For further information about your supplemental insurance needs, please contact the nearest insurance office in your home country.

#### **STUDENTS FROM THE NORDIC COUNTRIES (SWEDEN, DENMARK, FINLAND, AND ICELAND)**

- You are entitled to medical treatment once you enter Norway, according to existing conventions between the Nordic countries.
- This does not render travel insurance obsolete.
- For further information about your supplemental insurance needs, please contact the nearest insurance office in your home country.

### **If the duration of your stay in Norway is shorter than three months...**

- Students who stay in Norway for less than three months must bring private health insurance from their home country.

#### **Dental care**

The dental system in Norway is made up of private and National Health Dentists. The government sets the cost of treatment by National Health Dentists and a price list is available from each dental office. Dentists in private practice set their own prices.

In general, a visit to the dentist in Norway is expensive. It is recommended to have a dental check-up at home before you travel to Norway.

## **Reimbursement of medical expenses**

SIS (Student Welfare Association) provides services like partial reimbursement of Health related expenses (including private medical service and dental care).

For general information on health related matters and reimbursements, please click on-  
<https://studentensbeste.no/helse/>

Additionally, SIS has now also entered into agreements with five Dental care providers around the Stavanger region where students can book an appointment and the dental care provider will send 50% of the billed amount to SIS directly for payment. This means the student will only have to pay 50% of the billed amount. However, this is only applicable after 15th August, 2018. To read more about the details please click on this link:

<https://studentensbeste.no/tannlegerefusjon/>

## **9B Compulsory Tuberculin (TB) Control**

Students from Central and South America, Africa, Eastern Europe (except Poland, Hungary, Czech Republic, Slovenia, and Slovakia) and Asia (except Japan) and students who have stayed in any of these areas will have to go through a free of charge but mandatory tuberculin (TB) control at the Health Office within 14 days after arrival. Please be advised that if you do not undergo the tuberculin control, your residence permit may be withdrawn! However, should you test positive, you will be treated as any other Norwegian patient and this will not influence your residence permit in Norway.

Please be advised that students are personally responsible for cancelling and rescheduling of their mandatory TB control appointment!

International Vaccination Office and Infection Control Office:  
Torgveien 15C (third floor), Stavanger (area: Hillevåg)  
Phone: (+47) 51 91 33 33 (Monday- Friday 08:00 –15:00)  
E-mail: [vaksinasjonskontoret@stavanger.kommune.no](mailto:vaksinasjonskontoret@stavanger.kommune.no)

You will receive more information during the semester start.

## **9C General Information**

### **FOR ALL STUDENTS**

- Students who come from countries where it is possible to purchase private insurance are highly recommended to do so. It is your own responsibility to make insurance



arrangements for any accident, illness, injury, loss, or damage to persons or property that may occur during your stay in Norway.

- There is no health centre for the students at the University of Stavanger (apart from service offered by SiS, see *Chapter 4*) and students must therefore consult their permanent general practitioner (GP).
- Students staying for six months or longer who have obtained their ID-number can register themselves with a permanent GP. For more information about who have the right to a general practitioner click on the following link: <https://helsenorge.no/foreigners-in-norway/the-right-to-a-doctor>
- To get/change your general practitioner log in to the MinFastlege Service: <https://helsenorge.no/other-languages/english> once you have chosen a doctor, you may call his/her office to make an appointment.
- Remember that the Norwegian National Insurance Scheme is based on a user fee system. General consultations cost approximately 200 – 250 NOK.
- If you are staying in Norway for less than six months and you need a medical service, please contact the emergency ward (*Legevakt*): Phone 51 51 02 02
- Make sure to bring a valid insurance or European Health Insurance Card and your student ID-card with you each time you visit a doctor
- The European Health Insurance Card or enrolment in the Norwegian National Insurance Scheme covers regular medical consultations, except for a nominal fee to be paid by the patient. Please note that private doctors/clinics are not part of this system and a visit to a private doctor/clinic may involve additional expenses
- Pharmacies are located in the city centre and in bigger shopping centres (such as Amfi Madla by Madlakrossen).
- Pharmacy with extended opening hours (until 23:00): Vitus apotek Løven (Phone: 51 91 08 80 Address: Olav Vs gate 11, 4005 Stavanger)
- NB! The cost of medicines is only covered if you are hospitalised, or suffer from a serious disease, and are member of the Norwegian National Insurance Scheme, or have a European Health Insurance Card or another form of social security which covers these costs

## DENTAL CARE

- The dental system in Norway is made up of private and National Health dentists. The government sets the cost of treatment by National Health dentists and a price list is available from each dental office. Dentists in private practice set their own prices

- In general, a visit to the dentist in Norway is expensive. It is recommended to have a dental check-up at home before you travel to Norway
- Expenses related to dental care and illnesses contracted before arrival in Norway are not covered

## **CHAPTER 10 Practicalities**

### **10A Public Holiday**

	<b><u>2018</u></b>	<b><u>2019</u></b>
New Year's Day	1 January	1 January
Palm Sunday	25 March	14 April
Maundy Thursday	29 March	18 April
Good Friday	30 March	19 April
Easter Sunday	1 April	21 April
Easter Monday	2 April	22 April
Labour Day	1 May	1 May
Ascension Day	10 May	17 May
Constitution Day	17 May	30 May
Whit Sunday	20 May	9 June
Whit Monday	21 May	10 June
Christmas Day	25 December	25 December
Boxing Day	26 December	26 December

Please note that public offices, most shops and grocery stores are closed on Sundays. The following grocery stores, however, are open on Sundays:

- Bunnpris Holmen (Nedre Holmegate 11) opening hours (Sundays): 10:00-23:00.  
Map: <https://goo.gl/maps/l9r5e>
- Joker Brustadbu (Ullandhaugveien 75) opening hours (Sundays): 09:00-21:00.  
Map: <https://goo.gl/maps/5EtEh>
- Rema 1000 Mariero (Langflåtveien 29) opening hours (Sundays): 09:00-21:00  
Map: <https://goo.gl/maps/SskET>
- Joker Jelsagaten (Jelsagate 1) opening hours (Sunday): 9:00-21:00  
Map: <https://goo.gl/maps/RTsRm>

### **10B Weights and Measurements**

Norway uses the metric system.

Electricity is supplied at 230 volts AC, 50Hz. Check if you need an adapter for your laptop!  
Temperature is measured in Centigrade (Celsius) C. To calculate degrees from Celsius to Fahrenheit, multiply the Celsius degree by 9, divide by 5 and add 32.

## 10C International Country Calling Codes

The international country calling code for Norway is +47, if you are calling from outside Norway.

If you want to make an international call from Norway, dial 00 and then the international country code of the country you are calling. International calling codes are available on: [www.countrycallingcodes.com](http://www.countrycallingcodes.com).

If you need to find a Norwegian phone number, use [www.gulesider.no](http://www.gulesider.no) or [www.1881.no](http://www.1881.no)

## 10D Mobile phone/SIM card

You may want to purchase a Norwegian SIM card in order to be available while studying in Stavanger. There are various options. Several operators provide relatively cheap subscriptions or prepaid SIM cards, for instance:

MyCall – Customer Service: +47 967 06 160 from outside of Norway (ask to speak in English).

[www.mycall.no](http://www.mycall.no) (website available in Norwegian, English and Polish)

OneCall – Customer Service: or +47 479 44 44 from outside of Norway (ask to speak in English).

[www.onecall.no](http://www.onecall.no) (website only available in Norwegian)

Chess – Customer Service: +47 924 06 060 from outside of Norway (ask to speak English).

[www.chess.no](http://www.chess.no) (website only available in Norwegian)

Talkmore – Customer Service: +47 915 09 915 (ask to speak in English).

[www.talkmore.no](http://www.talkmore.no) (website only available in Norwegian)

Telia - Customer Service: +47 924 05 050 from outside of Norway (ask to speak in English)

<https://telia.no/> (website only available in Norwegian)

Kiosks like Narvesen, Mix and 7Eleven sometimes sell mobile phones with a prepaid SIM card. Prices vary.

Please note that not all international mobile phones can be used in Norway. Contact your current operator or mobile phone brand customer service to learn more.

Please note also that making international calls from a mobile phone is very expensive. Should you wish to talk to family and friends abroad, it is possible to use Skype for free ([www.skype.com](http://www.skype.com)) if you have a personal computer.

## 10D Public Transportation

Rogaland Kollektivtrafikk FKF (Kolumbus) is a county-owned administration company for public transport in Rogaland. They operate buses and ferries within the district. For routes, prices, travel planner etc. go to their website at [www.kolumbus.no/en](http://www.kolumbus.no/en)

**IMPORTANT:** In order to take the bus, while waiting at a bus stop you have to put your hand out as a signal to stop the bus.

## CHAPTER 11 Useful Contact Information

### **International Office**

For questions concerning admission and other practical issues for full degree students, please contact the information desk in the International Office (open Monday-Friday 10:00-14:00), or send us an e-mail to [admissions@uis.no](mailto:admissions@uis.no)

For questions concerning academic issues (subject and schedules), please send e-mail to [admissions@uis.no](mailto:admissions@uis.no) if you are a full degree student or [exchange@uis.no](mailto:exchange@uis.no) if you are an exchange student. We will forward your enquiry to the correct person.

For questions concerning your **exchange** in Norway and other practical issues, please contact the information desk in the International Office (open Monday-Friday 10:00-14:00), or send us an e-mail to [exchange@uis.no](mailto:exchange@uis.no)

### CONTACT INFORMATION AT THE UNIVERSITY OF STAVANGER

Contact information for the different faculties at University of Stavanger may be found here: <http://student.uis.no/student-life/contact-us/>

### ACCOMODATION

#### *Student Welfare Organisation*

*The Student Welfare Organisation – SiS*

Phone: (+47) 51 83 33 00 Email: [sis@studentensbeste.no](mailto:sis@studentensbeste.no)

[www.studentensbeste.no](http://www.studentensbeste.no)

#### *Student dormitories and distances*

<b>Student dormitory</b>	<b>University campus</b>	<b>City centre</b>
Ugleveien	2,5 km	3,7 km
Madlamarkveien 6	2,2 km	3,8 km
Madlastokken 18	2,8 km	4,3 km
Gulaksveien	3,5 km	3,9 km
Henrik Ibsensgate 21 (Mosvangen)	2,1 km	2,6 km
Valkyrjegata 12	3,9 km	1,8 km
Madlaveien 38	3,4 km	1,2 km
Jernalerveien 57	1,2 km	4,3 km
Norvald Frafjordsgate	1,3 km	4,4 km
Gjøsteins gata	4,3 km	0,6 km
CAMPUS dormitory (Rennebergstien, Kjell Arholmsgate (P10), Sørmarka Rektor Natvig Pedersensvei 1-6	0 km	4,6 km
Sola Sjø	8,5 km	12,7 km
Bjergsted	5,6 km	1,8 km

### *Temporary accommodation*

<i>Tone's Bed and Breakfast</i> Peder Claussøns gate 22 4008 Stavanger Phone (+47) 51 52 42 07 E-mail: <a href="mailto:ton-bour@online.no">ton- bour@online.no</a>	<i>Rogalandsheimen Gjestgiver</i> Muségate 18 4010 Stavanger Phone (+47) 51 52 01 88 <a href="http://www.rogalandsheimen.no">www.rogalandsheimen.no</a> E-mail: <a href="mailto:post@rogalandsheimen.no">post@rogalandsheimen.no</a>
<u>Stavanger Bed and Breakfast</u> <u>Vikedalsgata 1A</u> 4012 Stavanger Phone: (+47) 45 41 160 <a href="http://www.stavangerbedandbreakfast.no">www.stavangerbedandbreakfast.no</a> E-mail: <a href="mailto:post@sbb.no">post@sbb.no</a>	<u>Stavanger Vandrehjem Mosvangen *</u> <u>Henrik Ibsensgate 19</u> 4021 Stavanger Phone: (+47) 51 54 36 36 <a href="http://www.hihostels.no/no/hostels/stavanger-mosvangen">www.hihostels.no/no/hostels/stavanger-mosvangen</a> E-mail: <a href="mailto:stavanger@hihostels.no">stavanger@hihostels.no</a>
<i>St. Svithun Hotell *</i> Gerd-Ragna Bloch Thorsens gate 8 4019 Stavanger Phone: (+47) 51 51 26 00 <a href="http://www.st-svithun-hotell.no">www.st-svithun-hotell.no</a> E-mail : <a href="mailto:resepsjon@st-svithun-hotell.no">resepsjon@st-svithun-hotell.no</a>	<i>Hostel Sandnes</i> Storgaten 45 4307 Sandnes Phone: (+47) 51 97 30 00 <a href="http://www.hihostels.no/no/hostels/sandnes">www.hihostels.no/no/hostels/sandnes</a> E-mail: <a href="mailto:sandnes@hihostels.no">sandnes@hihostels.no</a>
* SUMMER ONLY	

### ACCOMMODATION ON THE PRIVATE MARKET

There are also many housing options offered through the private rental market:

- o [www.hybel.no](http://www.hybel.no)
- o [www.finn.no](http://www.finn.no)

### TRAVEL

*Sola International Airport*  
Information Desk  
Phone: (+47) 67 03 10 00

*Stavanger Railway Station*  
Phone: (+47) 23 15 00 00  
[www.nsb.no](http://www.nsb.no)

*Fjordline*  
Phone: (+47) 51 46 40 99  
[www.fjordline.com](http://www.fjordline.com)

*Nor-Way Bussekspress*  
Phone: (+47) 22 31 31 68  
[www.nor-way.no](http://www.nor-way.no)

*Bus Company: Kolumbus*  
Phone: (+47) 51 92 52 00  
[www.kolumbus.no/en](http://www.kolumbus.no/en)

*Stavanger Taxi*  
Phone: (+47) 51 90 90 90  
[www.stavangertaxi.no](http://www.stavangertaxi.no)

## SPORTS AND LEISURE

*SiS Sports Centre*  
Rennebergstien 24  
4021 Stavanger  
Phone: 51833380  
[www.sissportssenter.no](http://www.sissportssenter.no)  
E-mail: [post@sissportssenter.no](mailto:post@sissportssenter.no)

*Viking football (soccer)*  
[www.viking-fk.no](http://www.viking-fk.no)

*Stavanger handball (handball)*  
[www.sifhandball.no](http://www.sifhandball.no)

*Klatrefabrikken (Indoor climbing)*  
[www.klatrefabrikken.no](http://www.klatrefabrikken.no)

*Stavanger swimming pool (centre)*  
Phone (+47) 51 50 70 90  
[www.stavanger.kommune.no/svommehallen](http://www.stavanger.kommune.no/svommehallen)

*Forus Travbane (trotting)*  
[www.forus-travbane.no](http://www.forus-travbane.no)

## CULTURE AND ENTERTAINMENT

*Stavanger Cultural Centre – Sølvberget*  
Sølvberggata 2  
4002 Stavanger  
Phone: (+47) 51 50 74 65  
[www.stavanger-kulturhus.no](http://www.stavanger-kulturhus.no)

*Stavanger Concert Hall*  
Sandvigå 1  
4007 Stavanger  
Phone: (+47) 51 53 70 00  
[www.stavanger-konserthus.no](http://www.stavanger-konserthus.no)

*Folken*  
Løkkeveien 24  
4008 Stavanger  
Phone: (+47) 51 56 44 44  
[www.folken.no](http://www.folken.no)

*MaiJazz*  
[www.maijazz.no](http://www.maijazz.no)

*Rogaland Theatre*  
Teaterveien 1  
4005 Stavanger  
Phone: (+47) 51 91 90 00  
[www.rogaland-teater.no](http://www.rogaland-teater.no)

*The International Chamber Music Festival (ICMF)*  
Sandvigå 27  
4007 Stavanger  
Phone: (+47) 51 84 66 70

*Stavanger Kino (movie theatre)*  
Sølvberggata 2  
4006 Stavanger  
Phone: (+47) 51 51 07 22  
[www.sfkino.no/](http://www.sfkino.no/)

## MUSEUMS

*Archaeological Museum*  
Peder Klows gate 30 A

*Norwegian Petroleum Museum*  
Kjerringholmen

4010 Stavanger  
Phone: (+47) 51 83 26 00  
<http://am.uis.no/>

*Valberg Tower*  
Valbergetgjet 2  
4006 Stavanger  
Phone: (+47) 90 72 63 94

### *Museum Stavanger MUST*

*Stavanger Museum*  
Musègata 16  
4010 Stavanger  
Phone: (+47) 51 84 27 00  
<http://www.museumstavanger.no>

*Norwegian Canning Museum*  
Øvre Strandgate 88  
4005 Stavanger  
Phone: (+47) 51 84 27 00  
<http://norskhermetikkmuseum.no/>

*Ledaal Mansion*  
Eiganesveien 45  
4009 Stavanger  
Phone: (+47) 51 84 27 00  
<http://www.museumstavanger.no>

4004 Stavanger  
Phone: (+47) 51 93 93 00  
[www.norskolje.museum.no](http://www.norskolje.museum.no)

*Stavanger Maritime Museum*  
Strandkaien 22  
4005 Stavanger  
Phone: (+47) 51 84 27 00  
<http://stavangermaritimemuseum.no/>

*The Norwegian Children's Museum - Stavanger Museum*, Musègata 16  
4010 Stavanger  
Phone: (+47) 51 84 27 00  
<http://www.museumstavanger.no>

*Breidablikk Mansion*  
Eiganesveien 40 A  
4005 Stavanger  
Phone: (+47) 51 84 27 00  
<http://www.museumstavanger.no>

### HEALTH AND EMERGENCIES

*Emergency ward (Legevakten)*  
Armauer Hansens vei 30  
4011 Stavanger  
Phone: (+47) 51 51 02 02  
(Provides information regarding emergency dentists on duty)

*Women Shelter*  
(Emergency crisis centre for women)  
Phone: (+47) 51 53 06 23

*Pharmacy with extended hours*  
Vitusapotek Løven  
Olav V gate 11  
4005 Stavanger  
Phone: (+47) 51 91 08 80

### NORWAY

[www.visitnorway.com](http://www.visitnorway.com)  
Tourism Information

[www.studyinnorway.net](http://www.studyinnorway.net)  
Higher Education



[www.norway.no](http://www.norway.no)  
Public Sector Information

<https://www.thelocal.no/>  
Norwegian News

## **STAVANGER**

[www.regionstavanger.com](http://www.regionstavanger.com)  
[www.stavanger-web.com](http://www.stavanger-web.com)  
[www.stavanger.kommune.no](http://www.stavanger.kommune.no)

[www.nokut.no](http://www.nokut.no)  
The Norwegian Agency for  
Quality Assurance in Education

[www.siu.no](http://www.siu.no)  
The Norwegian Centre for International  
Cooperation in Higher Education

## **Campus Map**

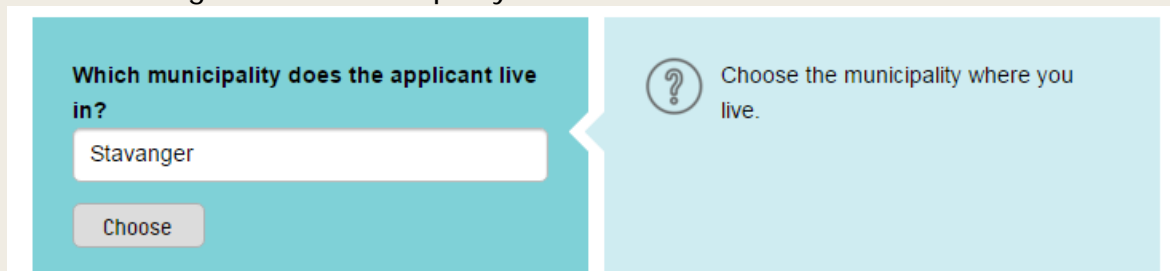


## Annex 1 - Registration Scheme for EU/EEA citizens

Registration with the local authorities is mandatory and free of cost. Failure to do so can result in expulsion from Norway. Scandinavian students DO NOT need to register with the Norwegian authorities. All other EU/EEA citizens must complete the following steps:

### Register online prior to arrival in Stavanger

1. Click on the following link to begin your registration:  
<http://www.udi.no/en/want-to-apply/the-registration-scheme-for-eueea-nationals/>
2. Enter your nationality.
3. Select "student" and click on "How to Register"
4. Enter Stavanger as the municipality and click Choose:

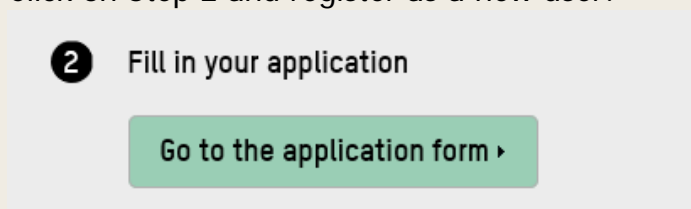


The screenshot shows a registration form with a teal header. The main question is "Which municipality does the applicant live in?". Below this is a text input field containing "Stavanger" and a "Choose" button. To the right, there is a help icon (a question mark in a circle) and the text "Choose the municipality where you live.".

5. The documents you must bring with you are your **valid identification\***, **Admission Letter**, **accommodation contract**, and **European Health Insurance card (must be valid for your whole period of study)**. **The form also states that you must bring a declaration of funding, but we have confirmed with the Stavanger police that this document is not necessary.**

\*Please see page 11 for valid identification

6. Click on Step 2 and register as a new user:



The screenshot shows a light blue background with a dark blue circle containing the number "2" and the text "Fill in your application". Below this is a green button with the text "Go to the application form >".

7. After clicking on the application link, you will be directed to the Application portal where you will be creating a user name and password. After this, a link will be sent to your email address. Log in, and you will be directed to a `Legal Disclaimer` page. After you have read and understood the information, check the box below and click on `Next`.

\*  I have read and understood this information.

Next

8. You will the following page where you need to select `Sør-Vest Police District, Service Center for Foreign Workers in Stavanger` from the drop down list as shown below:

## Where to send your application

From where are you applying?

If you haven't already [checked if you can apply from Norway or abroad](#), or [which police station or embassy you should choose](#) you must do so now.

\*  Norway  Outside Norway

Please choose the police station where you live or a Service Center for Foreign Workers

\*  ▼

9. Click on `Next` and fill all personal details applicable to you. Since you will not receive your address until you arrive in Norway, you can enter the university's address here:

Applicant's address in Norway

Street address in Norway:

\*  ?

Postal code:

\*  ?

City or place:

\*  ?

10. After filling up the `Personal Background Information` you will need to select the `Reasons For Residency` and `Name of school or University` as shown below along with the list of documents required for residency:

## Reasons For Residency

What is your reason for coming to Norway?

- \*  I have a job in Norway
- I am a service provider from a European (EU/EEA/EFTA) company
- I have my own business in Norway
- I have sufficient economic funding for myself and my family
- I am studying in Norway
- I am a family member accompanying an European (EU/EEA/EFTA) citizen
- I am looking for work



### Education Information

Name of school or university:

\*



Documents you must hand in to prove your right of residency:

- a valid national identity card or passport
- confirmation of admission to an approved educational institution or an upper secondary school
- private health insurance or European health insurance card
- personal declaration stating that you have enough money to support yourself



11. The final page of registration is `Summary` where you need to check all the details carefully and check both the boxes as shown below and you can click on the `Submit form` box to proceed.

Confirm the information you have given in the application

### Where should the application be sent?

- \*  I confirm that this application should be sent to: Sør-Vest Police District, Service Centre for Foreign Workers in Stavanger

### Have you finished filling in the form?

- \*  I confirm that the information I have given in this application is correct. I understand that I cannot change anything after I have continued to the next page.

Previous

Submit form

9. You will see the `Receipt` page where you need to book an appointment at a date and time which is available and suits you. You can also see your receipt number at the end of the page.

## Steps you must complete to hand in your application:

1

Book an appointment



### Checklist which shows what documents you must hand in

- a valid national identity card or passport
- confirmation of admission to an approved educational institution or an upper secondary school
- private health insurance or European health insurance card
- personal declaration stating that you have enough money to support yourself

### Hand in the documents on the checklist in person:

Please go to:

3

Service Centre for Foreign Workers  
Lagårdsveien 46 (at Skatt vest/ the Tax Office)  
4010 Stavanger

<http://www.sua.no/en/>

## Documents for you to keep:

Download application



Your receipt number is: **stavangersua-EEA-201802270947-2697092F**







