

SURVIVAL GUIDE



Table of contents

GENERAL INFORMATION

Welcome Speech	3
Estonian Business School	5
Study platforms	9
Academic calendar	10
IT Support	12
Library	13
Study tips	14
Yearly events	16
Studying abroad	18
Social media	19

EBS TALLINN

Contact information	21
Campus area	22
Transportation	23
Lunch & Snacks at EBS Tallinn	26
Discounts	27
EBS Tallinn Student Council	28
Visit Tallinn	30

EBS HELSINKI

Contact information	35
Campus area	36
Transportation	36
Lunch & Snacks at EBS Helsinki	37
Discounts	38
EBS Helsinki Student Union	39
Visit Helsinki	40

INTERNATIONAL STUDENTS

Start of studies at EBS	43
Applying for visa and TRP	44
Migration advice	45
Accommodation	46
Working in Estonia while studying	48
Medical information	50
Getting a personal identification number	51
The public transportation card in Tallinn	53
Things to remember	54
More information about Tallinn and life in Estonia	55



Congratulations on your decision to study at Estonian Business School!

Whether you start your studies in Tallinn or Helsinki, we sincerely hope you will enjoy the journey you have begun. We will be here to support you all the way, but leave it to you to make the most of it. Besides your studies, we encourage you to be active - take part in student associations and get to know the cities of Tallinn and Helsinki.

In this Survival Guide, you will find practical information about both EBS campuses, student organisations at both campuses, as well as advice that will help you know your new surroundings.

We wish you successful studies ahead!

Your EBS

Tallinn,
Estonia



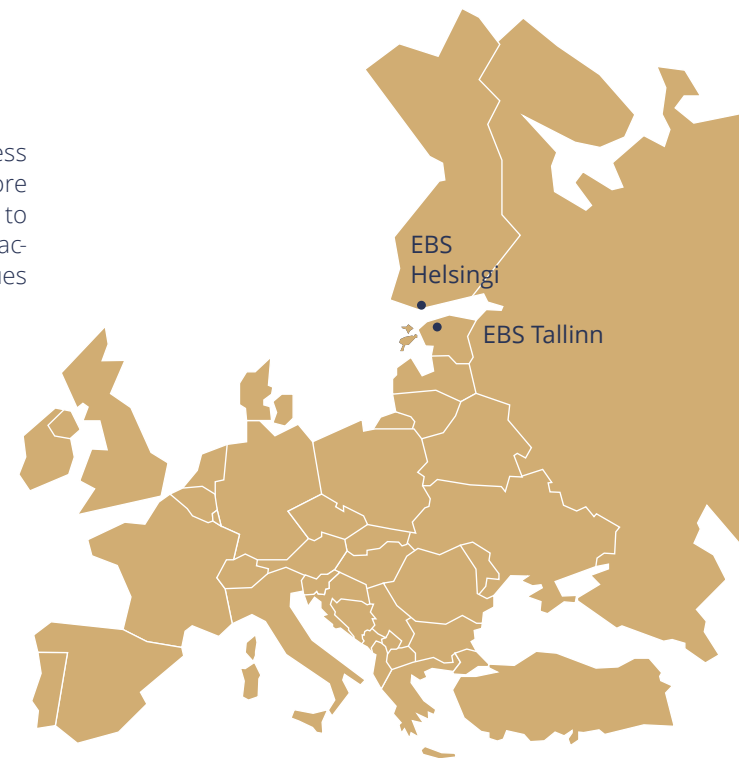
About Estonian Business School

FOUNDED IN
1988

EBS is the oldest private business university in the Baltics. With more than 1,400 students, our goal is to provide enterprising people with academic knowledge, skills and values for its successful implementation.

TLN
HEL

We have two campuses;
one campus in Tallinn and
one in Helsinki.



The Estonian Business School's credo



We must never forget that the paths people take are in our hands and that we can influence their choice of direction through education.

At the top of our list of priorities is the success of our students, our alumni and those who employ them. We strive to ensure that the majority of our alumni join the ranks of the country's foremost managers and directors and that all of our graduates are gainfully employed.

A close second on our list of priorities is the success of our employees. We strive to ensure that they enjoy a meaningful life of constant growth (both personal and professional), ample prosperity and satisfying working conditions. If things go awry in their lives, we give them our support.

Rounding out our podium of priorities is society. We strive to ensure that society develops as quickly as possible in every region in which we operate. By exporting education, we promote Estonia as a rapidly evolving nation boasting a wealth

of culture. Our wish, and indeed our obligation, is to provide new opportunities to and otherwise help those who are weaker than ourselves.

The success of our school as a whole is, of course, our other main priority. We are convinced that success is ensured when we achieve our top three priorities. Every business needs to be profitable to survive, but profitability is also a means by which to achieve more meaningful goals. It is like the air, the food and the water which sustain a living thing: it is not the meaning of life, but without it, there can be no life.



Madis Habakuk
*Founder of
Estonian
Business School*

Core values of the Estonian Business School



COOPERATION

EBS values new knowledge created through collaboration and acts as a partner to society and businesses through its employees, students and alumni.



INDEPENDENCE

EBS values mobility, flexibility, experimentation, and partner selection based on its mission and vision. This is best achieved under the status of an independent, profitably operating university.



COMPETENCE

EBS regards competence as a decisive prerequisite for development and therefore engages in the development and communication of the knowledge that in the long term, will be essential to society and organisations.



CREATIVITY AND INQUISITIVENESS

EBS appreciates creativity and inquisitiveness as drivers of development. Educative failures are part of the development process.



PROFITABILITY

Profit is as crucial for a company as water is to a plant. Profit successfully amplifies the results of work done, encourages followers and provides resources for investments and experiments. EBS does not distribute its profits but invests them in its development and reserve funds.



Study platforms

CANVAS

Canvas is EBS's e-learning platform where you can find information about your courses and course materials. Also, most of your assignments will be returned via Canvas, and some exams will also take place there.

ebs.instructure.com

TIMEEDIT

The EBS scheduling system. All of your class and exam schedules will be shown to you in your Canvas Calendar once the lecturer of the course has published the course. Before you find your class and lecture schedule in Canvas, you can view the lecture and exam schedules of individual classes in TimeEdit and MyEBS.

timeedit.net

MYEBS

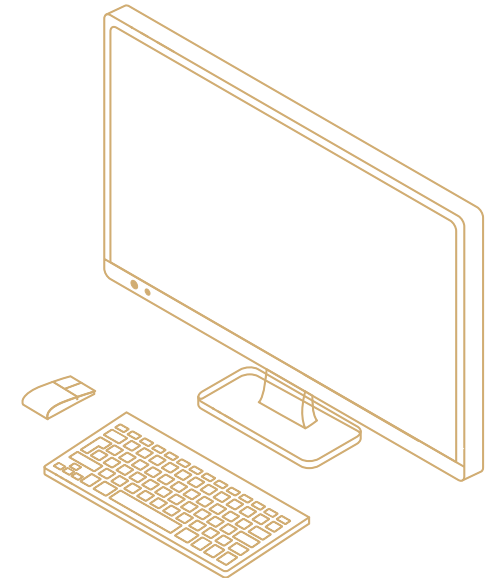
The EBS course registration platform.

my.ebs.ee

STUDENT INTRANET

EBS has instituted a new "intranet" service where important information, news and regulations about your studies can be found.

students.ebs.ee



AUTUMN SEMESTER 2020**14 August** – Beginning of studies for Master's students**14 -15 August** – Introweekend for Master's students**24-28 August** – Introweek for Bachelor's students**31 August** – Beginning of studies for Bachelor's students**21 December** – End of autumn semester lectures**22-31 December** – Christmas Holidays**SPRING SEMESTER 2021****14 January** – Beginning of spring semester for Master's students**1 February** – Beginning of spring semester for Bachelor's students**21 May** – End of spring semester lectures for Bachelor's students**5 June** – End of spring semester lectures for Master's studentsMore information: students.ebs.ee/academic-calendar**AUGUST**

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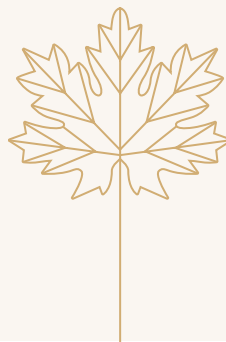
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IT Support

CONTACT INFORMATION:

@ it@ebs.ee

MICROSOFT OFFICE PACKAGE

All students are given access to a Microsoft Office package. You can utilise it when your EBS account has been created.

You also get an EBS email (firstname.lastname@ebs.ee). Log in using it, and then you can download the package. The password is your MyEBS password.



Library

EBS Library is a special library, serving EBS students, lecturers, staff and the alumni of EBS. The collection is developed according to the needs of study programs and scientific directions in management, entrepreneurship, economics, marketing, finance, etc. On January 1st, 2020, the library collection held 10,000 items (38,000 copies) and 45 periodical titles. Roughly 51% of the collection is in English, 46% in Estonian, 2% in Russian and 1% in other languages.

The e-catalogue of EBS Library is available for all EBS students. We subscribe to business periodicals database ProQuest which permits access to 3,500 foreign periodicals' full texts which contain articles on entrepreneurship, management, and marketing. We also have access to the EBSCO databases which allow entry to 21,000 full documents on economics, social and humanitarian sciences.

CONTACT INFORMATION:

☎ +372 665 1307

@ raamatukogu@ebs.ee



Study tips

As the semester begins, remember to schedule your studies in a way that allows you to enjoy your time at the Estonian Business School fully. For this **Canvas** is an essential tool where you can monitor timetables and assignment deadlines.

Participating in events is highly recommended as this presents a unique way to grow your network and combine theory with practice.



EBS VOCABULARY

EBSter – Estonian Business School Tallinn campus student

HEBSter – Estonian Business School Helsingi campus student

King of Business – Estonian Business School mascot. Loyal, gallant, steadfast and proud – this is the bulldog 'King of Business'. The King of Business welcomes all students and friends at the start of

the year, represents EBS along with students and sometimes wanders around the school. New students joining EBS will quickly go through puppy school and give a puppy oath. The bulldog is at every important event. It is considered good practice that when you meet the King of Business, you touch his crown. That way you gain part of the success of the King of Business and EBS for yourself.



Yearly events



THE GOLDEN HABA GALA

An event where EBS expresses its gratitude and honours our founder, Madis Habakuk. The event aims to recognise those who have been most outstanding in EBS during the year. The Golden Haba Gala takes place on **9 April 2021**.



THE HEBs ANNUAL BALL

The biggest and most significant event of HEBSters' school year. From the very first year it was organised, it has gathered HEBSters to celebrate another successful year of studies at EBS Helsinki. The HEBs Annual Ball takes place on **10 October 2020**.



THE EBS OLYMPICS

The biggest EBS sports event where different student groups (including the high school and the alumni) compete against each other in various sports and games. Competitions range from real sports to somewhat silly games that do not need previous experience, so there is something for everybody. The EBS Olympics take place in **October**.



Studying abroad

INTERNATIONAL RELATIONS AND ERASMUS COORDINATOR

👤 Kati Kirsipuu

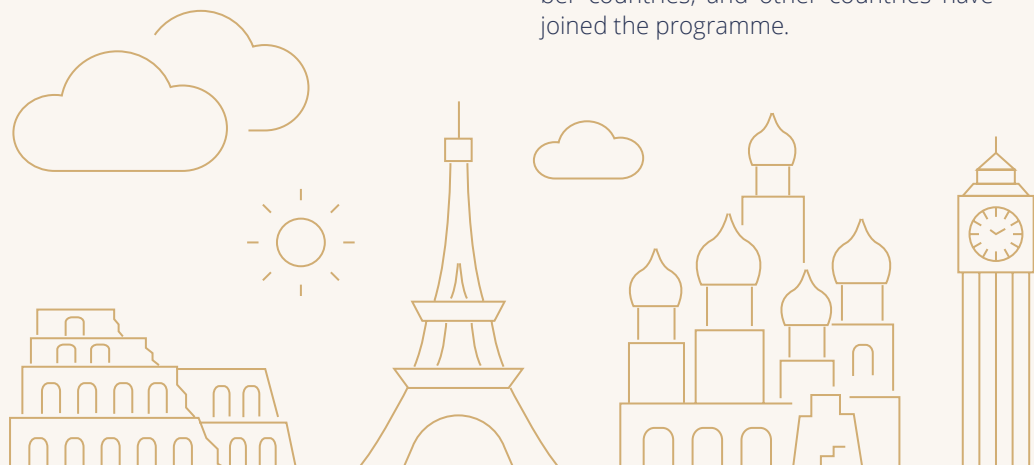
@ kati.kirsipuu@ebs.ee

NB! Application deadline for the year 2021/2022 is 1 March 2021

Your curriculum includes a possibility to go on exchange, getting a double diploma from EBS and Lancaster University, doing an internship abroad or taking summer courses elsewhere.

BA programs have the so-called mobility window to help make international opportunities easy for the students to participate in their degree program. This mobility window lets a student choose the courses they are taking while on exchange quite freely. The recommended time to go on exchange is in the autumn of your second study year. EBS encourages every student to study abroad! EBS has partner universities in more than 60 countries.

Those studying abroad within the framework of the Erasmus+ programme receive a scholarship from the European Union and the Republic of Estonia. The scholarship is valid for those studying in EU member countries, and other countries have joined the programme.



Social media

📷 **INSTAGRAM**
ebs_uni

f **FACEBOOK**
• Estonian Business School
• EBS Helsinki

in **LINKEDIN**
Estonian Business School

🎧 **EBS PODCASTS TO LISTEN ON SPOTIFY, APPLE PODCAST OR YOUTUBE**
• Just Go
• EBS under 30



EBS TALLINN

Soon to be our new building.



Contact information

EBS TALLINN OFFICE

+372 6651 300

info@ebs.ee

A. Lauteri 3, 10114

STUDY CONSULTANTS

give advice to the students concerning their studies. They are your main contact during your studies at EBS.

BACHELOR'S STUDIES

Study consultant for:
Entrepreneurship and Business
Administration programme

Made Katsevic

+372 665 1334

made.katsevic@ebs.ee



Study consultant for:
International Business Administration
programme and Entrepreneurship in
the Digital Era programme

Sheila Süda

+372 665 1321

sheila.syda@ebs.ee

MASTER'S STUDIES

Study consultant for:
all the Master's programmes

Kaisa Lindenburg

+372 665 1320

kaisa.lindenburg@ebs.ee

STUDY SECRETARIES

provide information about studies in EBS
and issue study-related documents.

Karmen Harju

+372 665 1325

karmen.harju@ebs.ee

Karin Meibaum

+372 665 1319

karin.meibaum@ebs.ee

Campus area

The EBS Tallinn campus is located in the Lauteri area of the city, and its address is Lauteri 3. The campus is open from 8:30-20.00 every weekday.

The wardrobe is located in the ground floor of EBS Tallinn next to the Student Cafeteria. Whenever you have either lost or found something, then please turn to the Study Department and the staff there will assist you.

There are study rooms on the 4th floor.

Parking is available for a fee, both on the Lauteri street in front of EBS (city-operated parking) and in the parking lot behind the school. To park behind the school, one must use the **Barking app** (available in Apple Store and Google Play).

EBS students with a minimum study load of 20 ECTS per semester are entitled to park with discounts in the EBS parking lot located behind EBS building A. Lauteri 3.



HOW TO PARK

- Download the **Barking app**
- Choose the payment method (bank card or mobile phone)
- Entrance to the parking lot is from the right side and exit from the left side of the building
- The gates of the parking lot open automatically with number plate recognition
- In case the gate does not open, please use the app

More information: ebs.ee/en/parkimine

NB! Do not drive in without registering your car licence plate at the entrance.



Transportation



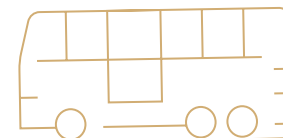
REACHING US FROM THE AIRPORT

TRAM

Public tram route no. 4 stop is located next to the airport terminal towards the city. Tram tickets cost 2 euros (cash only) when buying from the driver. The journey to the city centre takes approximately 15-17 minutes. To come to EBS, you should exit at the "Paberi" stop.

AIRPORT BUS

Airport bus stops are located at the city side of the passenger terminal next to the tram stop. Bus No. 2 runs to the City Centre – Möigu route and stops at the airport in both directions. The bus driver sells tickets at the entrance to the bus, the ticket price is 2 euros (cash only). To come to EBS, you should take the "Tornimäe" stop.

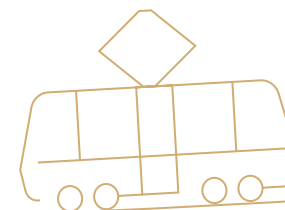


TAXI

The official taxi partners of Tallinn Airport are Tulika Takso, Tallink Takso, Airport Taxi and Tulika Premium, whose cars will be waiting for passengers right in front of the terminal doors.

BY RIDESHARE

You can also use Uber or Bolt mobile applications to get a rideshare. These drivers can park in front of the terminal, located behind the official taxi park, but bear in mind that they can only stay in that car park for 15 minutes. Using Uber and Bolt apps is fast, safe and warrants that you will not end up with a huge bill.





REACHING US FROM THE HARBOUR

BY FOOT

You can reach EBS from both harbour terminals (A and D) within a 30-minute walk.

BUS

Bus No. 2 runs between both terminals via the city centre to the airport. Additionally, bus No. 20 runs from harbour terminal D. Tickets are sold by the bus driver at the entrance to the bus, the ticket price is 2 euros (cash only).

TRAM

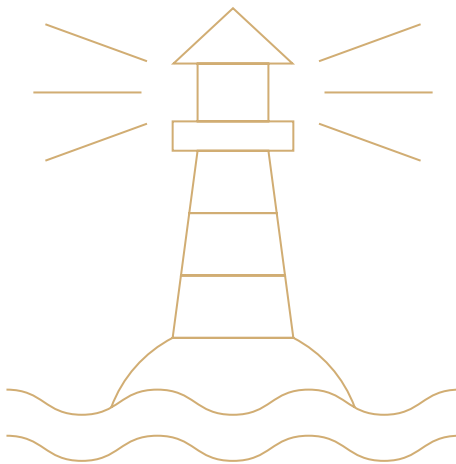
Within walking distance (about 700 m/ ~766 yards) from Terminal A is the closest tram stop for the tram lines No. 1 and 2. To come to EBS, you should get off at the "Hobujaama" stop.

TAXI

There will be taxis in front of the terminals, but please note that taxi rates are not limited by law in Estonia. Before you start your ride, make sure that the price is acceptable to you and, if possible, ask the driver for the estimated fare.

BY RIDESHARE

You can also use Uber or Bolt mobile applications to get a rideshare. These drivers can pick you up in front of the terminal. Using Uber and Bolt apps is fast, safe and warrants that you will not end up with a huge bill.



Lunch & Snacks at EBS Tallinn

Our Student Bistro is located in the ground floor of EBS.

OPENING HOURS:

Monday - Friday 9.00 - 16.00

There is also a coffee machine and a snack machine on the third floor. There are several restaurants close to EBS, such as Reval Cafe, Kohvipaus, Rohujuur, and several in the Solaris shopping centre.



Discounts



**MYFITNESS
SPORTS CLUB**

Ask for more information from EBS Student Council, room 222.

- MyFitness+ Full package (MyFitness+Full Package allows exercise at any of MyFitness clubs in Estonia during opening hours) – 55€/month (normal price 63€/month)
- Joining fee – 10€ (märksõna EBS) (normal price 30€)
- MyFitness+ Daily package 35€/month



**ÄRIPÄEV
(THE ESTONIAN
BUSINESS NEWSPAPER)**

As a student of EBS you have the chance to order Äripäev with a 75% discount, end price being 5 EUR per month. In order to get the discount go to – ebs.aripaev.ee. Campaign lasts until 31.12.2020.



EBS Tallinn Student Council

EBS Student Council is the representative body of the students of EBS. Its goal is to support the students in their school life, make sure that the voice of the student body is heard and to provide extracurricular activities to keep up the EBS spirit that unites EBSters for life!

THE STUDENT COUNCIL IS MADE UP OF 6 FIELDS OF ACTIVITY:



1. EVENTS

The events field organizes both recreational and educational events that help EBSters connect and make new friends.

Selection of events coming up:

- Halloween party: October
- Poker tournaments: October and December
- Christmas Dinner: December
- Golden Haba Gala: 9. April



2. SPORTS

The sports field organises sports events, training sessions, participation in university sports competitions and participation in international tournaments.

Selection of events coming up:

- International Day of University Sport: 20. September
- EBS Olympics: October
- Ylipall: November
- Student Winter Games: 29.-30. January
- EBS Open tennis tournament: June
- Student Winter Games: 2.-4. July



3. EBSTER

Ebster is the Student Council's online newspaper which provides EBSters with overviews of the events of the student council, insight into the fascinating life of different EBSters, articles about business and education and much more.

ebster.ee



4. INTERNATIONAL CLUB

The International Club supports international students with settling in, introducing Estonia to the international students and helping the local and the international students to become more integrated.

Selection of events coming up:

- ESN Welcome party: September
- ESN Halloween party: October
- ESN Pirates of the Baltic sea: November
- International Dinner: November
- ESN Ice Skating: December
- ESN Farewell Party



5. MARKETING

The Council makes sure every EBSTER is aware of all the events the Student Council organises and producing photo and video material of our events.



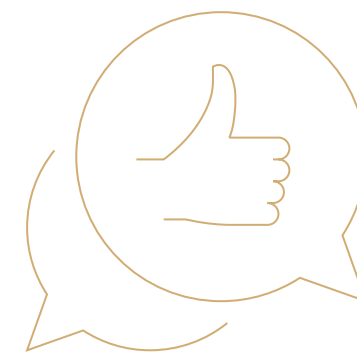
6. INVESTMENT

The Council organises investment seminars and workshops that help EBSters to improve their money managing skills.

In addition to the full-time student council members, the student council also incorporates the help of project based members.

The admission to the Student Council takes place in September and project based help is taken on throughout the year.

Check [@ebster](#) on Instagram and EBS Student Council on Facebook and with any questions, contact us at messenger or esindus@ebs.ee.



Visit Tallinn

Tallinn is the capital city of Estonia and a perfect destination if you want to combine the comforts of the modern world, versatile nightlife and luxurious adventures with a vibrant cultural scene in the historical Old Town setting.

First established in the early medieval era, today's Tallinn is an exciting mix of old and new.

Tallinn's luring coastline dotted with promenades and sandy beaches is especially rewarding during the summer but offers scenic views of the iconic cityscape throughout the year.

THREE MUST VISIT DISTRICTS IN TALLINN:

Once home to wealthy merchants settling from Germany, Denmark and beyond, **Tallinn Old Town** today is enjoyed by locals and visitors alike, with restaurants, bars, museums and galleries bringing much life to this historical city centre.

Unlike many other capital cities in Europe, Tallinn has managed to preserve its structures of medieval and Hanseatic origin. Due to its exceptionally intact 13th-century city plan, the Old Town was inscribed as a UNESCO World Heritage Site in 1997, joining the ranks of the world's most recog-

nised landmarks. Here you'll find original cobblestone streets dotted with medieval churches and grandiose merchant houses, barns and warehouses many of which date back to the Middle Ages.

Every mid-November, we watch in awe as the Christmas tree is erected on the Town Hall Square, and we prepare to enjoy one of the most beautiful Christmas markets in the world. Tallinn's long-standing café culture has always revolved around the Old Town, be it Maiasmokk, the oldest café in Tallinn dating back to 1864, Pierre Chocolaterie in the hidden Masters' Courtyard, or many other trendy establishments. When it comes to views, you can't beat those from the Old Town Wall,

its towers and Toompea Hill's viewing platforms. The Old Town is like a good book, rewarding those who read beyond its cover with delightful secrets.

Kadriorg – presidential yet cosy, this romantic inner-city area near the coast can very well be the place where you'll find the heart of Tallinn.

Here you'll find elegant restaurants, cute cafes with local charm and a sophisticated art scene. Kadriorg is home to Estonia's largest art collection exhibited in the art museum KUMU of Estonia, Kadriorg Art Museum and Adamson-Eric museum, all nestled together along the edge of the park.



At the heart of Kadriorg, one of Tallinn's most upscale districts is Estonia's only Baroque palace and park ensemble, established 300 years ago by Russian Tsar Peter the Great.

Kadriorg palace and art museum surrounded by manicured Kadriorg Park was once established by Tsar Peter the Great as a manifestation of love. The 18th-century park featuring fountains and streams is surrounded by equally historical wooden houses, with tree branches in bloom leaning over detailed door frames of these stunning masterpieces.

The streets of Kadriorg are worth exploring with their posh villas, whimsical summer mansions and simple wooden houses dating back to the area's heyday as a seaside spa destination. Kadriorg is an ideal place for taking a stroll or riding a bike.

The area hosts numerous open-air events, including the birthday of the castle and the garden, and the charity Duck Race. In autumn, the literary festival and the light festival to send off summer are celebrated.

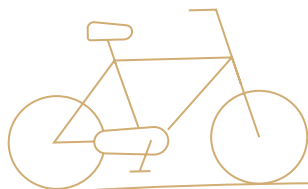
Kalamaja – New cafes, bars and galleries have transformed the former industrial complexes of the historical wooden town-

house district, making it the fastest developing area of Tallinn attracting creatives and those young at heart.

Often called the “hipsterville” of Tallinn, this once closed off Soviet zone is conveniently located between the scenic Tallinn coast and Old Town and hides some real architectural gems.

The beating heart of Kalamaja is the Telliskivi Creative City: a home for the finest of Estonian design, the Fotografiska photography centre, and bohemian restaurants, pubs, and bars. Add in a variety of events, and it is no wonder that Kalamaja has become a social hub in Tallinn. Kalamaja is only a short walk away from the Old Town but also accessible by bus or tram.

Nearby you'll find Estonia's largest and coolest maritime museum Seaplane Harbour as well as the once infamous Patari sea fortress and prison, peeking into the dark history of the past Soviet occupation.



EBS HELSINKI

Contact information

EBS HELSINKI OFFICE

☎ +358 40 844 2840

@ info@ebshelsinki.fi

📍 Technopolis Ruoholahti,
Hiilikatu 3, 00180

HEAD OF EBS HELSINKI

👤 Sigrid Lainevee

@ sigrid.lainevee@ebs.ee

STUDY CONSULTANT (ALL PROGRAMMES)

👤 Alli Palojärvi

@ alli.palojarvi@ebshelsinki.fi

NB! To have a consultation,
please book a time in advance.

COMMUNICATIONS AND ADMISSIONS SPECIALIST

👤 Liisa Leppävuori

@ liisa.leppavuori@ebshelsinki.fi

Campus area

EBS Helsinki campus is located in the Technopolis Ruoholahti cluster, and its address is Hiilikatu 3. EBS **Helsinki office** is open from **9:00-16:00** on weekdays as well as when there are lectures on Saturdays.

Technopolis Ruoholahti is open every weekday from **8:00-17:00**. When there are lectures on Saturdays, Technopolis is not open, but there will be someone to let you in.

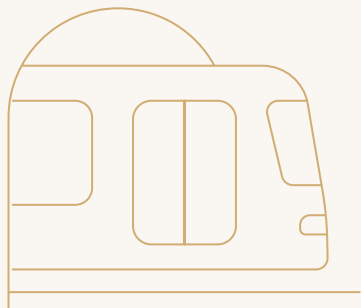
You can print files at the EBS office, and there is a coffee corner located in classroom Saaremaa for students to use.

In every classroom, there is an EBS wifi source with the password set as **"Education"**. Also, Technopolis has the Technopolis_Open wifi at your disposal.

Transportation

As the EBS Helsinki Campus is located in Technopolis Ruoholahti; the easiest way to get there is by taking the metro lines M1 or M2 to the Ruoholahti metro station. There you can take a 10-minute walk to our campus or elect to use the minibus No. 15 that runs throughout the day between Technopolis and the metro station.

There are also some parking spots in the vicinity.



Lunch & Snacks at EBS Helsinki

Ravintola Hiili is located behind the Technopolis reception area, and the *Ravintola Factory*, close to the large stairs facing Lauttasaari. Both serve lunch on weekdays for around 10 EUR. There is also a restaurant *Min* by Technopolis at the Technopolis 3 building. Mind that the restaurants are not open on weekends. There is also *Big House Cafe* located in Salmisaari Sports centre which is open on Saturdays.

There is a vending machine next to the EBS office. In the lecture room Saaremaa, you can find a coffee maker for student use. Saaremaa also has a refrigerator that is especially handy for Saturday lecture days. Also, you can find a sizeable K-Citymarket grocery store and S-Market grocery store in Ruoholahti centre (approx. 10-15 minutes walk).



Discounts



PUBLIC TRANSPORT

Students can get discount forms for HSL, VR and Matkahuolto at the EBS Helsinki office. To get the discount, you need to be a student of EBS Helsinki. Please note that the VR forms are valid only three months from date of issue. The transport company might have their own additional conditions (age, municipality of residence, etc.), so check with the service provider for details.



KELA CERTIFICATES AND OTHER OFFICIAL CERTIFICATES OF STUDENT STATUS (HOAS, ETC.)

Please request certificates from Study Secretary Karin Meibaum,

@ karin.meibaum@ebs.ee

(in Estonian or English).



ISIC CARD

Order the student card at the office.

Card type	price (€)
First time ISIC	3.90
Subsequent cards	7.50

HOW TO ORDER AN ISIC CARD?

1. Bring the exact amount in cash to the office.
2. Send a clear facial picture to:
@ liisa.leppavuori@ebshelsinki.fi

The ISIC card will typically arrive in one week to the office where you can pick it up.

EBS Helsinki Student Union

HEBS is the Student Union run by the students of Estonian Business School Helsinki campus. HEBS organises different activities for EBS Helsinki students, combining Finnish university traditions with EBS study culture. HEBS's goal is to make studies at Helsinki campus an unforgettable experience by offering different possibilities for future career and friendships for life. We believe that networking is an essential part of the business world!



**In business,
it's not who you know;
it's who knows you.**

Check @hebsry on Instagram and Facebook for more information and our fantastic student life vibes!

HERE ARE SOME COOL EVENTS TO ENSURE A SMOOTH START TO YOUR FIRST SEMESTER!

- **Kokoontumisajot:** 22 August
- **Welcoming Event:** 24 August in the EBS Helsinki campus
- **Introweek:** 25-28 August in Estonia
- **Hebsiäiset:** 19 September

Be there; your fellow students definitely will.

In EBS Helsinki, the students can experience the Finnish university world by wearing traditional overalls, which will be ordered during the first days of the semester.



Visit Helsinki

Helsinki has a plethora of options for everyone as the capital city of Finland offers cultural, world-class culinary delights, historical, architectural and a multitude of modern experiences!

THREE MUST VISIT DISTRICTS IN HELSINKI:

At some places you can hear the echo of history. **Suomenlinna**, an inhabited sea fortress built on eight islands about 4 km southeast of the city centre of Helsinki, is such a place. You can spend a lovely day wandering around the fortress and enjoying the views and getting to know

its fascinating history. Suomenlinna fortress was constructed when Finland was a part of Sweden, and its primary objective was to act as an impenetrable fortress against the Russian threat in the 18th century. During the time that Finland was an autonomous part of the Russian Empire, Suomenlinna underwent a massive expansion program. It received extensive damage during the Crimean war when Anglo-French navy shelled it along with other coastal settlements of Finland. It was repaired and rearmed in the time of World War I to protect the city of Saint Petersburg, Russia. After the Finnish Civil War, it served as a prison camp.

Suomenlinna served as a military base until 1973 when it was then handed to civilian control. Starting in 1991, it became a UNESCO World Heritage site.

Helsinki city centre is the place where you find shops, hotels, restaurants, museums and the famous Central Railway Station. There are numerous quality hotels such as Solo Sokos Hotel Torni, and Radisson Blu Plaza Hotel Helsinki. The Kamppi shopping centre houses multiple places to go shopping and eating. The long-distance bus terminal and local bus terminal are also within it. Metro lines also stop at Kamppi. In the vicinity of Kamppi are

other shopping centres and places to eat with the most famous being the Stockmann shopping centre and the Karl Fazer cafe. There is also the Kaisaniemi park in the vicinity of the city centre. You can find the Kaisaniemi botanic garden there.

Ullanlinna is known for its cafes and restaurants with a view to the sea. The area houses high-quality restaurants serving Finnish and Russian cuisine. In the area, there are parks where you can enjoy your day. The St. John's Church is a neo-Gothic landmark there.





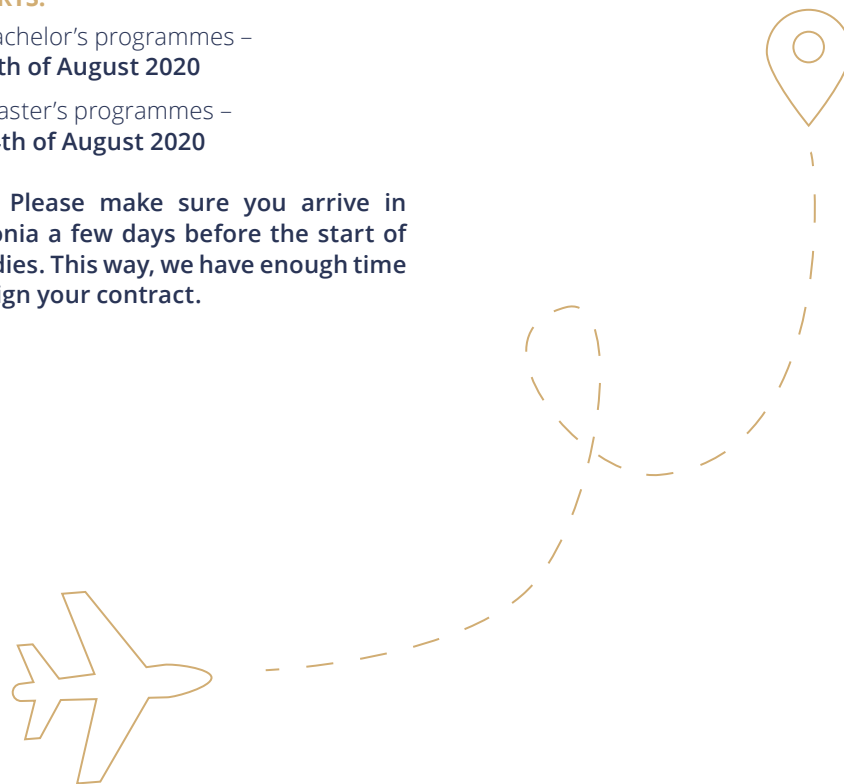
INTERNATIONAL STUDENTS

Start of studies at EBS

THE AUTUMN SEMESTER AT ESTONIAN BUSINESS SCHOOL STARTS:

- Bachelor's programmes –
24th of August 2020
- Master's programmes –
14th of August 2020

NB! Please make sure you arrive in Estonia a few days before the start of studies. This way, we have enough time to sign your contract.



Applying for visa and TRP

All students who are not Estonian citizens or EU citizens (including EEA countries and Switzerland) need a temporary residence permit for study. EU citizens should obtain a temporary right of residence in Estonia.

Please note that Estonia does not issue a “study visa”; all non-EU students should apply for temporary residence permit for studying (TRP). When certain conditions are met, then it is possible to apply for the C- (short term) or D-visa (long term) to travel to Estonia and apply for a residence permit after arrival.

The visa and residence permit application process usually begins after the student has been accepted to study, and after the university has forwarded the required acceptance documents to the accepted student.

EU CITIZENS

To obtain a temporary right of residence, a student should register his/her place of residence in the Local Government authority of the place of residence within three months from the day of entry to Estonia. Also, a student has to apply for an Estonian ID-card within one month from obtaining the temporary right of resi-

dence. More information can be found on the Estonian Police and Border Guard Board web page.

NON-EU CITIZENS

Students who are third-country nationals (not EU citizens) have to apply for a temporary residence permit for study at the nearest Estonian Embassy or Consul in their home country or country of residence. If there is no Estonian Embassy or Consul in your home country or country of residence, you should contact the nearest Estonian embassy.

Starting from the 1st of October 2010, all third-country nationals who already stay legally in Estonia and wish to study at master's or doctoral level have a right to apply for a residence permit for study at the Police and Border Guard Board in Estonia. A Temporary Residence Permit for Studies is issued for the duration of nominal studies (bachelor's three years and master's two years).

Students from third countries have to register their place of residence in the Local Government authority within one month from the arrival to Estonia on the basis of the residence permit for study.

Migration advice

Migration advisors work in the Estonian Police and Border Guard Board, to help foreigners to settle in Estonia. Personal advisors give legal advice about different legal grounds to live in Estonia and the necessary documentation for people coming to study and work here but also to employers and educational institutions who invite foreigners. The counselling service specialises in residence and temporary stay, but also documents and citizenship issues.

The advisors work in Estonian, English and Russian. This service is free of charge.

Contact information and working hours: They advise via phone, email, Skype call or by appointment. Make a reservation to meet with the advisor or to make a Skype call.

☎ +372 612 3500 (Mon-Fri 9.00-15.00)

@ migrationadvice@politsei.ee

💬 EstonianPolice_MigrationAdvice



Accommodation

Since the Estonian Business School does not have campus housing, our international students usually rent private apartments in the city centre (EBS is also situated in the city centre) and often two or three students share bigger apartments.

Since EBS is in the city centre, finding a flat in the city centre would be more convenient. But since rents are higher in the centre, you can also look at other Tallinn city areas such as:

VANALINN (OLD TOWN)

Also beautiful but very expensive.

KADRIORG & KALAMAJA

These districts are rather close to the city centre and popular amongst students. It consists of old houses, but sometimes you could get good deals with the apartments.

KALAMAJA

The most “hipster” place in Tallinn – it is characterised by small cosy wooden buildings, some of which are very nicely renovated, whereas some are in very bad shape. Do some research beforehand.

KADRIORG

One of the most loved residential areas of the town; the streets of Kadriorg are filled with cute small wooden houses and functionalist apartment buildings. It is quiet and cosy. However, apartment prices can range quite a lot. Many of the homes have wood-heating.

KRISTIINE & UUS MAAILM

These districts have affordable apartments and not far from the city centre.

UUS MAAILM

Considered to be the most bohemian spot in town, where people are relaxed and open to change. It's on the edge of the city centre.

KRISTIINE

It is very close to the centre, but away from the busy vibe.

NÖMME, MUSTAMÄE, ÕISMÄE, HAABERSTI

Away from the city centre, 30 to 50 min bus ride depending on the connection. These areas are quiet and away from busy city life. You can find all kinds of people there – local families, working-class, students.

More about different Tallinn areas:

[workinestonia.com/
living-in-estonia/tallinn](http://workinestonia.com/living-in-estonia/tallinn)

Our EBS International Club would be more than happy to assist you with finding accommodation if you need help.

THE MOST USEFUL AND PRACTICAL WAYS OF FINDING ACCOMMODATION HAVE PROVEN TO BE:

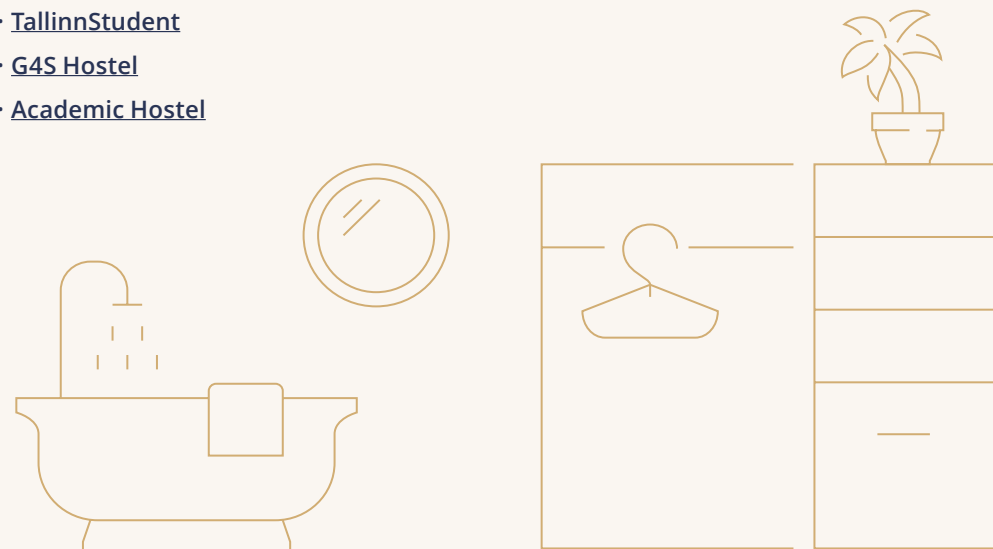
- apartments.larsen.ee one of our Partners for international students accommodation – rent out a private or shared apartment with affordable price.
- **1Home** – you can rent out a room in the apartment with a rather affordable price.
- [TallinnStudent](#)
- [G4S Hostel](#)
- [Academic Hostel](#)

REAL ESTATE SITES:

- kv.ee
- city24.ee
- airbnb.com

FACEBOOK GROUPS TO FIND ACCOMMODATION:

[Eramus in Tallinn/accommodation](#)



Working in Estonia while studying

International students in Estonia do not need an additional working permit to work while studying full time, and they can work on the condition that it does not interfere with their studies. Students have to receive passing grades for a full load of courses and finish studies within the nominal time to keep their temporary residence permit.

You can find the guide to living and working in Estonia from

workinestonia.com website.

MOST POPULAR INTERNET RECRUITMENT WEBSITES IN ESTONIA:

- cvkeskus.ee
- ej.ee/en
- linkedin.com/job/jobs-in-estonia

For part-time or full time work during studies, you may want to consider pursuing a job that will provide you with some experience for your long-term career goals.

There is typically a wide range of part-time work on offer from jobs in tutoring, language teaching, babysitting, interpretation, translation, to data processing, admin, IT programming & developing, clerical, waitressing and shop work. Typical part-time work may also involve providing support services to a company that has operations in several countries (call centres, reservation centres, client support centres, etc.).

As Estonia also has a vibrant startup culture, students and graduates are encouraged to create their own startup/spin-off companies. The startup and entrepreneurship culture has tremendous local supporters in Estonia. There are numerous state and private programmes and initiatives set up to boost spin-off companies. Organisations and initiatives like Garage48, Startup WiseGuys and Tehnopol Startup Incubator are offering students funding and possibilities to start focusing on their career and new ideas during their studies. These groups provide endless opportunities to connect your research with a business idea.



Medical information



**EMERGENCY
MEDICAL
ASSISTANCE**

**Emergency ward
East Tallinn Central Hospital**

 Ravi 18, Tallinn

 +372 620 7040



**CITY
TERVISEKLIINIK**

 Narva mnt 5

 +372 660 4931

 citytervisekliinik.ee



**KAARLI
HAMBA-KLIINIK
(DENTIST)**

 Toompuiestee 4, 10142 Tallinn

 +372 619 9119

 khp.ee

THE EMERGENCY
NUMBER IN
ESTONIA IS

112

Getting a personal identification number

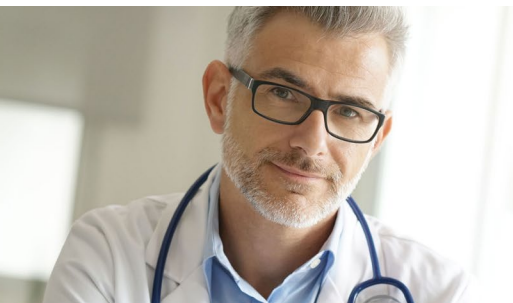
INTERNATIONAL STUDENT WHO IS A CITIZEN OF THE EUROPEAN UNION

An international student who is a citizen of a Member State of the European Union, a state which is a contracting party to the EEA Agreement or the Swiss Confederation (hereinafter EU citizen) will first visit a city district registration department. The student's local place of residence will be registered there and they will be issued a personal identification code. This is necessary in order to take advantage of several local services, for example, free public transport in Tallinn. The personal identification code will be sent to the applicant's e-mail address within 10 working days. The registrar who has accepted the applications will provide more detailed information.

- You must bring along a personal identification document (passport or ID card)
- A copy of the lease contract even though you can also register your place of residence with the permission of the owner of the dwelling.

INTERNATIONAL STUDENT ORIGINATING FROM OUTSIDE OF THE EUROPEAN UNION

International students originating from outside the European Union, who are legally present in Estonia (for example, are here with a visa or on a visa-free basis or with a residence permit from another European Union Member State), may apply for an Estonian residence permit. To do so, the student must personally visit one of the service offices of the Police and Border Guard Board, where they will submit an application to receive a residence permit. They will be issued a residence permit card. The residence permit proceedings may take up to two months; in addition, printing of the residence permit card may take up to 30 days. Exchange students who come to Estonia for a period shorter than one year (for example, a single semester) must apply for a long-stay (D) visa. They are not required to register their place of residence and any rights and/or obligations connected with a residence permit do not extend to them.



- The documents required for applying for a residence permit are listed on the website of the Police and Border Guard Board: politsei.ee/en.
- It is recommended that you print out and complete the documents in advance, since this will speed up the course of the proceedings at the service office.

Once you have received your residence permit, you must visit the registration department of a city district administration. This does not have to be the registration department in your place of residence, but may be any of the registration departments. Your local place of

residence will be registered there. This is necessary in order to use various local services, for example, the free public transport in Tallinn.

- You must bring along a personal identification document (passport or ID card)
- Residence permit
- A copy of the lease contract to the registration department, even though you can also register your place of residence with permission from the owner of the dwelling.



The public transportation card in Tallinn



GREENCARD

The Greencard is your ticket **for any public transportation in Tallinn**.

Transportation is **free** for Tallinn's residents.

Get it at any **R Kiosk**.

You can load a monthly ticket on there for the first month if needed. (Tallinn is small, and you can usually walk everywhere if you live in the centre).

Once you get your ID card just connect it with your Greencard.

Congratulations, you won't spend any more money on transportation!

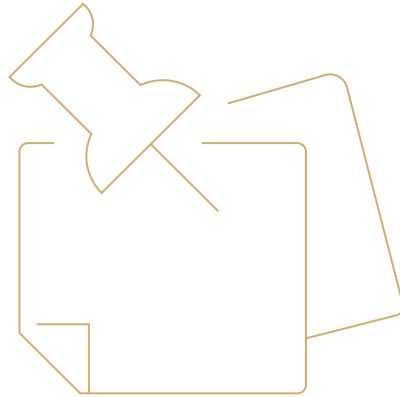


Things to remember

Estonia is a remarkable country to explore and to live in. But as everywhere, there are a couple of unique rules and traits you need to know to make your life easier (and a lot cheaper).

- **Stop at red lights** – or at least look out for police before you ignore them. If you don't, they will make you pay.
- **Adapt to Estonian fashion** – wear a reflector. Winter in Estonia is dark – really dark. And drivers are crazy. So if you don't want to die - or, again, pay if the police catch you without one - just wear a reflector.
- **Look behind the surface** – make Estonian friends. Yes, we know about all the stereotypes. And yes, it might seem like they are correct when you run into your first rude bus driver. But the thing is, we do have a heart. It might take a little longer to open some of us up, but once we are your friends, we'll be forever.
- **Make your lecturers happy** – check the Manual of Writing Style. We are fancy here. Even our course papers have to have a particular style. You can find instructions for that on the Student Intranet.

- **Estonia is small, EBS is even smaller.** The fact that everybody knows everybody in this tiny country and most of them are related somehow is one thing. A university with only 1.500 students is the other thing. You will see the same people all the time. Your teachers will most likely know your name and realise if you are not in class. So make sure to talk to people. Tell lecturers if you can't make it to class. Let them know if there is a problem.

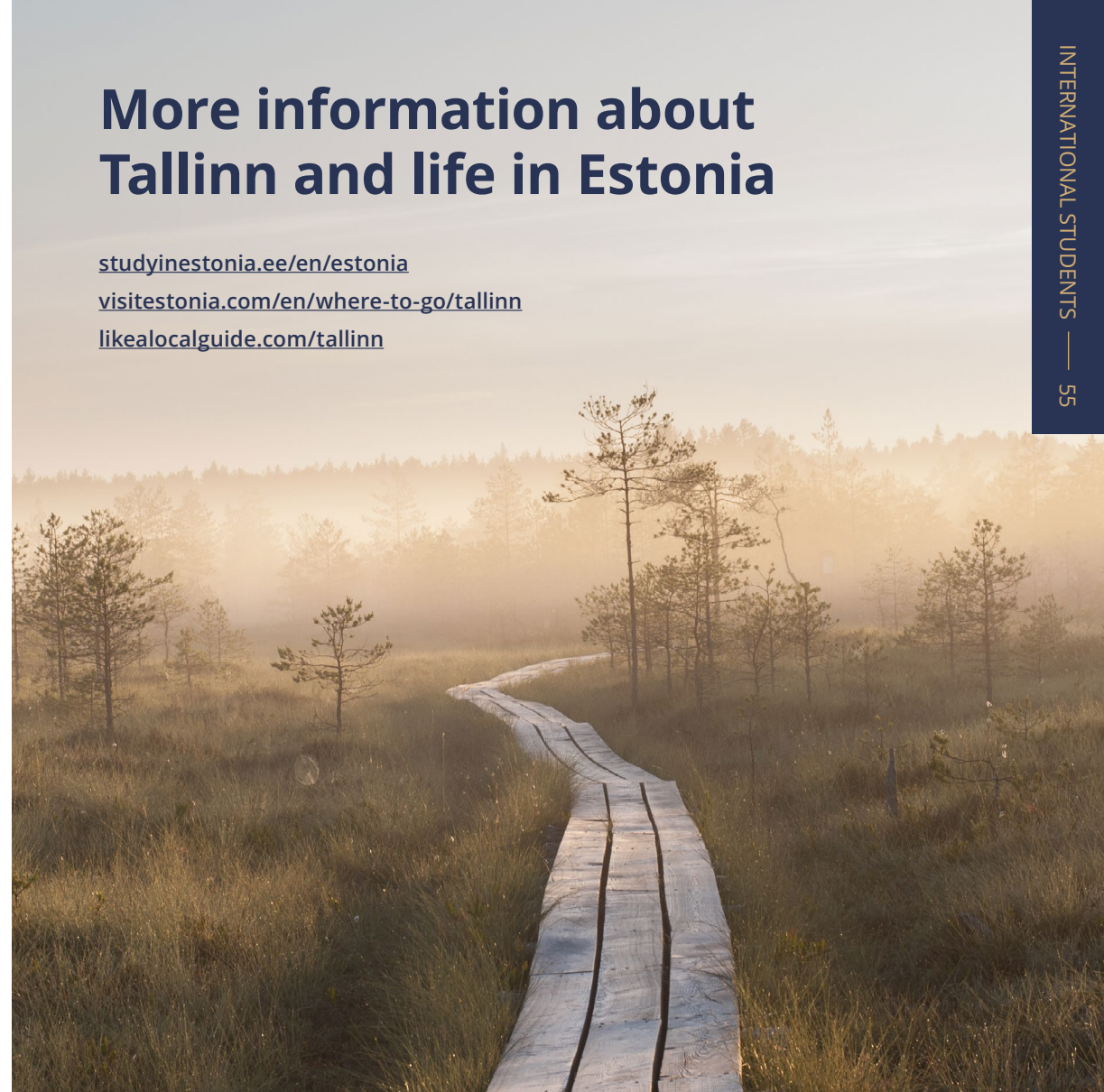


More information about Tallinn and life in Estonia

studyinestonia.ee/en/estonia

visitestonia.com/en/where-to-go/tallinn

likealocalguide.com/tallinn



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my.ebs.ee

