Dear students,

**ARRIVAL INFORMATION FOR INTERNATIONAL STUDENTS TO ÅLESUND CAMPUS,**

**Fall semester 2023**

Please read this information thoroughly and contact us in case of questions.

1. **WHAT TO DO ON ARRIVAL AT AIRPORT**
2. **Custom clearance of luggage**
* **Transfer flight from other Norwegian airports**

Please note that you might have to clear your luggage through customs at the first Norwegian airport you arrive at, even though your luggage has been checked in to Ålesund. If so, you need to pick up your luggage, bring it through the customs and hand it in at a drop-off counter before going through the security control to get to your inland flight. This depends on the airline and type of ticket. Check your luggage tag or ask for help at the airport or ask the flight attendants.

* **Flights from abroad to Ålesund**

If you come directly to Ålesund from abroad, you clear your luggage through customs at Ålesund airport (Vigra airport).

1. **Getting from the airport to our campus**

Students arriving by plane need to take the airport bus from the airport to our campus as follows:

On arrival Vigra airport, pick up your luggage and bring this to the front of the terminal building where you will find a bus marked MOA (or Sentrum/Moa). Make sure to place your luggage inside the bus, and let the driver know that you will go to NTNU’s campus. The ticket costs approx. NOK 130. There are buses from the airport corresponding with all incoming flights. The airport is quite small, so you will not have problems finding the exit where the buses are located.

The bus stops in front of the main building on campus, where the accommodation office is located.

1. **Key deliveries**

Students who arrive weekdays during opening hours can come to the accommodation office on campus to pick up their keys. The Sit accommodation office is open on Monday, Tuesday, Thursday and Friday 12.00-15:00h. If you arrive outside opening hours, agree key pickup with Sit well in advance. [Moving in | Ålesund | Sit](https://www.sit.no/en/alesund/housing/moving)

If you arrive during opening hours, look up the accommodation office in the [Sunde-bygget](https://www.google.com/maps/place/Sundebygget/%4062.4718311%2C6.2323351%2C17z/data%3D%213m1%214b1%214m5%213m4%211s0x4616dbce631799d3%3A0x8c82545fb55b4b92%218m2%213d62.4718311%214d6.2340598) (Sunde-building) on campus.

**If you arrive after regular opening hours, please urgently make arrangements with the accommodation office directly on** alesund@sit.no.

Please check your emails also in the days prior to your arrival, especially important if you have made other arrangements for key deliveries with the accommodation office or student mentors.

**2)  WHAT TO ARRANGE BEFORE AND AFTER ARRIVAL**

1. **Registration with the immigration authorities. International office has arranged a registration appointment for all arriving students on August 15th, if you are not in Ålesund by then you have to book an appointment by yourself.**

Group 1: Students from non-EU countries

* Please follow the instructions listed in your visa letter.

Group 2: students who are citizens of EU/EEA countries, staying over 3 months in Norway

* You are required to register for student residence permit and submit specific documents to the local authorities on arrival. You will find instructions and registration procedure on <https://www.udi.no/en/>
* Please note that you must have pre-registered on the immigration authorities’ self-service portal before arrival Norway (not necessary if you stay less than 3 months):

<http://www.udi.no/en/want-to-apply/the-registration-scheme-for-eueea-nationals/student/how-to-register-as-an-eueea-national/>

* By entering your nationality, you will get a list of required documents to bring and information as to how to apply. Your host municipality is **Ålesund** municipality.

**Non-EU/EEA citizens: Visa application must be in order before arrival.**

Documents to bring:

1) Confirmation of visa/residence permit received from the Norwegian immigration authorities

2) Original passport

3) If you have stayed in Norway earlier, residence card must be brought

4) Housing contract (with complete address in Norway)

**EU/EEA citizens staying over 3 months**

Documents to bring:

1) Print-out of your UDI-registration

2) Original passport or national ID-card

3) Admission letter from NTNU

4) European health insurance card – or other health insurance certificate

5) Personal statement that you have enough money to support yourself

6) Housing contract (with complete address in Norway)

The foreign section at Sunnmøre Police District (Sunnmøre politkammer) is the local immigration office in Ålesund. You will find this in town close to the church. Street address is [Nedre Strandgate 50](https://www.google.com/maps/place/%C3%85lesund%2Bpolitistasjon/%4062.4715965%2C6.1408252%2C16z/data%3D%214m5%213m4%211s0x4616da3af8b094c3%3A0x52aa4b152cda551a%218m2%213d62.470698%214d6.1398482).

**3) WHAT TO DO WHEN THE SEMESTER STARTS**

1. **Introduction programme for new students**

Introduction programme for international students will start Thursday August 10th, see separate info. <https://www.ntnu.edu/lifeandhousing/alesund/new-student>

1. **Time schedules**

You will get access to the time schedules by selecting “Course schedules” from the menu on the right side of this webpage: <https://innsida.ntnu.no/timeplan>

* Make sure to select the link to **Ålesund** campus.
* Please note that there are often last-minute changes and adjustments in the schedules during the last days before the semester starts.

We look forward to seeing you soon!

Kind regards,

International Office

NTNU in Aalesund