

School of Design Policy for Visiting Researchers

- Vers 1: School of Design, Ilpo Koskinen, 27 Sept 2008

Vieraileville tutkijoille samantapainen prosessi kuin tohtoriopintoihin hakijoille.

- Haku 2 kertaa vuodessa (samat ajat kuin tohtoriopinnoissa)
 - Työsuunnitelma ja esitys siitä millaisia luontetoja j/tai worksoppeja vierailija haluaa järjestää hakemuksen liitteeksi
 - luvataan ottaa max 4 / lukukausi ja pideään huoli siitä että kansainvälinen jakauma on terveellä pohjalla
 - paperit ja päätös osastoille noin 1 kk sisällä hakemuksen saamisesta
 - päätös tiedoksi IAClle, tutkimusneuvostolle ja tutkimusinstituuttiin
 - jokainen tulija pitää esittäytymislunnon jollain sopivalla foorumilla (ja jatkaa sitten yhteistyötä epämuodollisemmin)
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Who should read this page

If you are a doctoral student or a post-doctoral researcher interested in becoming a visiting researcher at The School of Design, read this page. It describes the application procedure policy for applying to the School.

The reason for having this policy is simple. We need to make sure you benefit from your time in Helsinki; it is a major investment for you. However, we are a small department, and work in an old building that is constantly running out of space. Thus, we need to limit the number of visitors.

The policy does not apply to professors interested in visiting us.

The number of visiting researchers

Annually, we can accommodate at max 6 researchers, that is, three each semester. This is for space and computer resources. As a rule, we suggest that you stay with us for a semester.

Application deadlines

We take in applications for becoming a visiting researcher twice a year. Deadline for applications is:

- Send your application by the end of September for Spring semester.

- Send your application by the end of March for Fall (Autumn) semester.

Decisions will be sent to your e-mail in about a month after the deadline. You can submit your application also for a later than the next semester.

Application format

Application format is free, but to make the application informative, we would like to get:

- Your research plan to make sure we have something to offer to you.
- A letter of motivation indicating what makes you think Helsinki is particularly interesting for you. To this end, check our research site at www.taik.fi/designresearch.
- A short description how you think you would benefit us. The best way to guarantee that you'll have a good, productive period in Helsinki is that people here find your work interesting. If they do, you'll face no problems in terms of social life while here.
- Possible recommendations.
- To know how you learned about us, and who told you to contact us.

Submitting applications

Submit applications to xx.yy (aat) taik.fi.

Decision making

As soon as the application DL is over:

- Vice dean for research gets all applications and reads them.
- Vice dean asks at least one fellow professor's opinion about the application.
- Then s/he submits them to the School of Design's managerial board for decision.
- Decisions are sent to the applicants soon after.

Costs

Due to our current laws, we are not allowed to raise money from you.

Working modes in Helsinki

Naturally, your main focus should be on your own work. However, a successful exchange typically requires more. We suggest that you take classes; participate in

teaching; and help in supervising BA and MA students, depending on your schedule and skills.

In addition to looking good in your CV, this integrates keeps you busy, gives things do to, and integrates you to local life.

Reapplication

If your application is turned down, you can reapply.

Transfer period

These rules are first written in September 2008. For Spring 2009, we process applications using previous, unsystematic rules.

For Fall 2009, you must submit your application by the end of March to the School of Design.

Other things to keep in mind

For accommodation, check HOAS (www.hoas.fi), which is the biggest student housing provider in the Helsinki region. By world standards, student housing in Helsinki is in general comfortable even at the lower end of the scale.

To make your stay in Helsinki productive, you should belong to the highest 5-10% range in TOEFL (or similar) English language test.