

Dear students from the University of Tampere majoring in Human-Technology Interaction,

The University of Tampere (UTA) has provided Tampere University of Technology (TUT) with a list of students majoring in HTI who have enrolled as attending for the academic year 2016-2017. The students included in this list will be granted a specific right to pursue studies at TUT under the title "Collaboration with UTA". This means that the students are no longer required to separately enrol for the academic year at TUT.

Please note that students need separate user accounts to access the information systems used at the University of Tampere and Tampere University of Technology. Students can obtain a username and password to TUT's information systems either through the website www.tut.fi/tupas (requires user authentication through an online banking service) or by visiting TUT's IT Helpdesk (Main Building, 2nd floor, IT-helpdesk@tut.fi).

TUT's user account provides access to the student portal POP (www.tut.fi/pop) where students can sign up for courses and exams. Remember to always sign up for courses within the deadline! The sign-up deadlines are found attached to this message.

If you've already signed up for courses that take place during the first period, you're good to go. If you did not have time to register for the courses that you wanted to attend, please contact the teacher.

Best regards,

Anna-Mari Viitala,
Academic Officer
anna-mari.viitala@tut.fi

TUT: Academic Calendar

Pop > Study info > Academic calendar

Academic calendar 2016-2017

TUT's President has confirmed the following schedule for the academic year 2016-2017:

Autumn 2016

Orientation week/ exam re-sits	week 34	22.08.2016 - 26.08.2016
1 st period	weeks 35-41	29.08.2016 - 14.10.2016
Exams	week 42	17.10.2016 - 21.10.2016
2 nd period	weeks 43-49	24.10.2016 - 09.12.2016
Exams	weeks 50-51	12.12.2016 - 22.12.2016
<i>Christmas break</i>		23.12.2016 - 05.01.2017

Spring 2017

3 rd period	weeks 2-8	09.01.2017 - 24.02.2017
Exams	week 9	27.02.2017 - 03.03.2017
4 th period	weeks 10-17	06.03.2017 - 28.04.2017
<i>Easter break</i>		12.04.2017 - 18.04.2017
Exams	weeks 18-19	03.05.2017 - 12.05.2017
Summer courses	weeks 20-33	15.05.2017 - 18.08.2017

According to the schedule, classes are given from 22 August 2016 until 12 May 2017.

No classes or exams will be arranged on the following days: Independence Day on 06 December, Christmas break on 23 December 2016 - 05 January 2017, Easter break on 12-18 April 2017, May Day and Tuesday after that on 01-02 May 2017, Ascension Day on 25 May 2017.

Registration for courses at TUT

[POP](#) > [Study info](#) > [Enrolment and sign-ups](#) > Sign up for courses and exercises

Students are required to register for all their courses via the POP portal ([Studies](#) tab). Students must sign up for courses that take place during the 1st period of the academic year 2016-2017 **by Thursday, 25 August 2016**.

The sign-up deadline for courses held in the other periods of the academic year is two weeks before the period begins.

The course sign-up deadlines (**academic year 2016-2017**) are as follows (sign-up ends at 23:59):

- Courses starting in the **1st period**: Thu 25 August 2016
- Courses starting in the **2nd period**: Sun 09 October 2016
- Courses starting in the **3rd period**: Sun 25 December 2016
- Courses starting in the **4th period**: Sun 19 February 2017

Students must sign up for all their courses. Signing up is very important, because it is the only way to ensure that you receive all the required information concerning the course. Multiple implementation rounds of the same course may be going on at the same time and each one may, for example, be intended for students in a specific degree programme. This is why students must select the implementation round when they sign up for courses.

Students complete courses to earn credits that are counted towards a degree. The duration of courses varies from one to several teaching periods. Courses comprise different learning events, such as lectures, assignments, laboratory work and an examination.

Students sign up for courses in POP > [Studies](#) > [Study guide & Sign-up](#). The courses that you are currently attending and the courses that you have signed up for are listed in POP > Studies > Studies.

Students can cancel their registration for courses and learning events via the POP portal.

Please note that only students enrolled as attending are entitled to complete courses. Before signing up for courses, non-degree students (such as Open University students and students pursuing JOO studies) must apply for the right to take part in the courses and enrol as attending.

Registration for learning events

Courses consist of learning events, such as lectures, weekly assignments, group work, visiting lectures, laboratory work and exams.

With the exception of lectures, students are usually required to register for the course itself and then for the different learning events included in the course. As a rule, students do not have to sign up for lectures after they have signed up for the course implementation round. If students are expected to sign up for learning events separately, the 'Sign up' link will be displayed on the implementation round page after they have signed up for the course. When you sign up for a learning event, you can import the information directly to your POP Calendar.

Students can sign up for learning events and cancel their sign-ups via POP > [Studies](#).

Registration for exams and TUT's exam regulations

Students are required to register for exams. The registration is completed through the [Studies](#) tab in the POP portal. The answer sheets of students who fail to sign up for an exam will not be marked. Students are entitled to three attempts at each examination, regardless of whether earlier attempts at the same exam were passes or fails. It is very important that students cancel their sign-up through POP, if they find out that they cannot attend the exam. Failing to cancel your registration is counted towards the maximum number of attempts at the exam.

Students must sign up for examinations at least one week (7 days) before the exam. Students who cannot sit the exam as scheduled must cancel their registration through POP at least one working day before the exam. **It is not possible to sign up for examinations after the deadline.**

For more information on examinations, please see POP > [Study info](#) > [Planning your studies](#) > [Examinations](#).