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International Office for Student Mobility

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Box 117, 221 00 Lund, Sweden

Web:  
www.sam.lu.se/en/exchange
Pre-registration Form

- **Pre-registration Form**
  - **Pre-registration**
    - You will not be officially registered for courses until around course start
  - Mark courses you are currently admitted to with ‘Keep’ or ‘Drop’
  - Mark courses you are currently wait-listed for with ‘Keep’ or ‘Drop’
Course Schedules

TimeEdit

- Type in the course code(s) in the search field. Use the “customize” function on the top-right portion of the page to customize your schedule(s).

- Schedules are subject to change so check your schedules regularly.

- Not all departments use this schedule generator; if you are unable to find your course schedule via TimeEdit, try checking the respective department’s website and/or contact the course administrator directly.

- Schedule clashes can be OK but five or more timetable conflicts may require you to find a replacement course.

- Full-time studies consist of 30 ECTS; we do not recommend students take more than 30 credits per semester.
During your Exchange

• **Academic Matters**
  – Academic quarter!
  – Introduction meetings are mandatory!
  – Libraries
  – LU Grading systems
  – Academic calendar
  – Student portal
  – IT Services and Support
LU Card / Student Account

The LU card has several functions:

- ID card within Lund University
- Library card
- Access card for all buildings you need for your studies or work

Getting a LU card

- Card station locations and opening hours

Your student account gives you access to a number of electronic services that Lund University offers its students:

- WiFi (eduroam)
- Student Portal
- Student email
- LU databases
- LU computers
Join Studentlund!

- **Studentlund** is a membership consisting of the student nations, the Academic Society and the student unions. As a member of Studentlund you get access to a social community and cultural events.

- You need your personal LU Identity Number and the LU Application Code to register.
Healthcare and Insurance

• Incoming exchange students at Lund University are covered by Kammarkollegiets group insurance Student IN

  – http://www.lunduniversity.lu.se/current-students/health-care/medical-insurance

  – Contact incoming@sam.lu.se to file a claim
After your Exchange

• Exit Meetings

• Official Transcript of Records
  – Your Official Academic Transcript of Records will be sent to your home university approximately one month after the semester has ended. The transcript will be sent via email and two original copies will also be sent by post.
Contact:

LUCIE LARSSONova,  
INTERNATIONAL COORDINATOR

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