



Welcome to the University of Gävle and the Master Programme in Energy Engineering, Energy-online, 60 credits

This welcome letter gives you a brief introduction to the Energy Engineering distance study programme and some useful information about your studies at the University of Gävle.

You take your place on the programme by registering for the programme's first courses. You will find instructions on how to do this below, in the section "Get Started with Your Studies".

If you have any problems or questions regarding registration, please contact your Faculty on: kurs-atm@hig.se. If you fail to register in time you will lose your place on the programme.

If you have been admitted or placed on a waiting list in the first admissions round you have to reply to the Notification of Selection Results you received via universityadmissions.se to keep the place you have been offered. If you have been admitted in the second admissions round you do not have to reply to the Notification of Selection Results. However, if you are not intending to start the programme, it is important that you decline the offer. That way your place can be offered to someone else. You can decline your offer via "My pages" at universityadmissions.se.

Get Started with Your Studies!

To get started with your studies please follow these three steps. More information at hig.se/newstudent

- 1 Activate Your Computer Account**
You can activate your computer account via hig.se/computeraccount two weeks before the semester starts. Your computer account consists of a username and a password and gives you access to the University web services.
- 2 Register in the Student Portal**
You must be registered on your courses to attend lectures and sit exams. Course registration normally opens one week before the course start date. You will lose your place on the course if you do not register in time. Please register for your courses via the Student Portal at studentportal.hig.se
- 3 Log in to Blackboard**
The Blackboard platform is a web-based learning management system where you will find your course material. You can access Blackboard the day after you register for your course. [Log in to Blackboard](#).

Programme information

Energy Online is offered in joint cooperation between two Swedish universities ([University of Gävle](#) "HiG" and [Royal Institute of Technology](#) "KTH"). The official language throughout the studies is English. There are no restrictions related to geographical location.

The program is a distance-based educational program that offers the possibility to obtain a Master of Science in Energy Systems entirely off-campus. All courses can be followed online (the lectures will be available online on a web-based learning management system for watching at any time).

For the Renewable Energy Technology course and Sustainable Power Generation course you have to find invigilators at your respective locations to oversee you taking the exams. For more information please contact Chamindie Senaratne (chamindie.senaratne@energy.kth.se).

For information about KTH courses please contact Chamindie Senaratne (chamindie.senaratne@energy.kth.se) and for University of Gävle courses please contact Nawzad Mardan (nadman@hig.se).

Contact Information

If you, after having read the information provided in this letter, still have questions about the programme, you can contact me, **Nawzad Mardan**, your programme director, via e-mail nadman@hig.se or telephone **+46 701 91 37 07**.

For other, study-related questions, please contact the Student Centre at studentcentrum@hig.se.

General Information

Library

The library is located in the middle of campus and is open to everybody. You need to visit the library to activate your entrance card as a library card. You can reach all digital resources such as e-books and e-journals after logging in with your computer account. You can read more about the library services at hig.se/biblioteket

Campus

A map of the campus area is available at hig.se/newstudent

HIG Card

This card works as an entrance card and gives you access to doors and computer rooms. The card also works as a library card as well as a copy card. You can get the card at the reception desk at the Student Centre.

IT Support

This is where you turn to if you encounter any problems regarding your computer account or any other IT related problems. The IT support is open for visits 09.00-15.00 in building 22, Monday to Friday. You can also contact them by telephone +46 26 64 88 00 or email itsupport@hig.se

Course syllabus and Reading List

Find your course syllabus at hig.se/syllabuses

Course Schedule

Registered students at the University of Gävle will find their personal course schedules in the Student Portal. If you are not registered, you may find course schedules through our online schedule search service at schema.hig.se

Student Accommodation

You need to apply for accommodation yourself. Please remember to do it in good time before your arrival. You can find information about how to apply for student accommodation at hig.se/newstudent

The University of Gävle is human-centred and develops the understanding of a sustainable living environment.

The Student Centre

At the Student Centre you will find knowledgeable staff that can assist you in just about anything regarding your studies at the University of Gävle. The Student Centre is located in building 22. You will also find a café in this area and a TV display showing the daily timetabling. You can contact the Student Centre by email at studentcentrum@hig.se

Student support

Sometimes you need help to manage your studies and student life. At the University of Gävle we have several support functions to help you deal with various study-related situations, such as, for example, study counselling, student health, and support for disabled students. For more information about student support at the University of Gävle, please visit hig.se/studiestod