

en.ktu.edu



STUDIES +

academic issues
and student life

aš studijuoju kauno technologijos universitete i study at kaunas university of technology

Kaunas University of Technology is your University, even if you came here for a few weeks! Learn how the lectures are organised, what the academic calendar is and how your work will be assessed. Do not miss the opportunity to make sports, sing or dance, join student organisations and take full advantage of your time at KTU. We would like to be your best University!

academic information

Higher education in Lithuania is divided into undergraduate (Bachelor), graduate (Master's), and postgraduate (Doctoral) studies. Kaunas University of Technology awards Bachelor's, Master's and Doctor's degrees, which usually take 4, 1.5 or 2, and 4 years respectively.

MAIN TERMS

- ▶ **STUDY PROGRAMME** – all the courses which must be passed during the study period to get a qualifying degree.
- ▶ **COURSE** – study subject of a certain volume of credits to be studied one semester.
- ▶ **CREDIT** – unit to describe the volume (workload) of a course.
- ▶ **ACADEMIC YEAR** – study period (2 semesters) which starts from the 1st September and ends on the 31st August.
- ▶ **SEMESTER** – half of a year studies at the University.
- ▶ **INDIVIDUAL STUDY PLAN** – study plan for one academic year/semester which consists of obligatory and freely chosen courses.
- ▶ **MINOR STUDIES** – freely chosen second study programme while studying the major one (only for Bachelor's).
- ▶ **ACADEMIC INFORMATION SYSTEM (AIS)** – individual electronic system where you can find your individual study plan, lectures timetable, grades, etc.

THE CREDIT SYSTEM

Kaunas University of Technology and all universities in Lithuania, uses a national credit system based on student workload with an average of 1600 working hours per academic year.

1 KTU CREDIT IS EQUAL TO 1 ECTS CREDIT

The academic year consists of 2 semesters (60 ECTS credits). One semester corresponds to 30 ECTS credits.

ECTS – European Credit Transfer and Accumulation System

– was developed by the European Commission in order to provide common procedures to guarantee academic recognition of studies abroad. All key documents of ECTS are used at Kaunas University of Technology: the Learning Agreement, the Transcript of Records, and the proof of Recognition.

ACADEMIC CALENDAR

The academic year consists of autumn and spring semesters. The autumn semester always starts on the 1st of September, while the beginning of the spring semester may vary a little (usually it starts in the beginning of February).

ACADEMIC PROCESS	BEGINS	ENDS
SPRING SEMESTER 2015	01/02/2015	31/08/2015
Welcome Week	02/02/2015	07/02/2015
Lectures period	02/02/2015	31/05/2015
Registration for Spring semester (on AIS)	12/01/2015	28/02/2015
Correction of individual study plan	02/02/2015	15/02/2015
Correction of individual study plan for newcomers		20/02/2015
Applications for Rector scholarships	02/02/2015	08/02/2015
Ranking of degree students according CGPA for Scholarship for very good results in studies and science	16/02/2015	20/02/2015
Choosing minor studies (for Bachelor's degree students only)	02/03/2015	22/03/2015
Selection of students for Erasmus+ studies	16/03/2015	27/03/2015
Spring holiday	30/03/2015	06/04/2015
Making individual study plan for the academic year 2015/2016	01/05/2015	15/06/2015
End of semester assignments		31/05/2015
Registration for exams (making exam schedule)	04/05/2015	31/05/2015
Selection of students for Mentorship programme	04/05/2015	01/06/2015
Survey on studies and teaching quality in Autumn semester	04/05/2015	30/06/2015
Spring exams session	01/06/2015	30/06/2015
Graduation ceremony		19/06/2015
Summer holiday	01/07/2015	31/08/2015
AUTUMN SEMESTER 2015	01/09/2015	31/01/2016
Welcome Week	26/08/2015	05/09/2015
Lectures period	02/09/2015	19/12/2015
Registration for Autumn semester (on AIS)	17/08/2015	30/09/2015
Correction of individual study plan (having serious reason only)	24/08/2015	30/09/2015
Applications for Rector scholarships	02/09/2015	09/09/2015
Ranking of degree students according CGPA for Scholarship for very good results in studies and science	14/09/2015	18/09/2015
Selection of students for Mentorship programme	10/09/2015	25/09/2015
Selection of students for Erasmus+ studies	21/09/2015	25/09/2015
Making individual study plan for the academic year 2015/2016	01/05/2015	15/06/2015
KTU Placements Days 2015	18/11/2015	
End of semester assignments		19/12/2015
Registration for exams (making exam schedule)	01/12/2015	31/12/2015
Survey on studies and teaching quality in Autumn semester	14/12/2015	12/02/2016
Winter holiday	21/12/2015	01/01/2016
Winter exams session	02/01/2016	31/01/2016
Graduation ceremony		22/01/2016

individual study plan



If a student arrives for degree programmes (degree student), he/she follows general study programme plan with some personal adjustment and flexibility. Exchange students make their study plan according to their home institution's study programme.

Changes in the study plan may be made during the first two weeks of every semester.

After these two weeks a student must confirm the final study plan to the International coordinator of certain faculty.

Starting from the second year of studies at KTU, degree students must confirm their study plans to the International coordinator of certain faculty until 15th June.

Students at KTU usually take 30 ECTS credits per semester. It's not allowed to take more than 36 ECTS credits per semester.

The tuition fee (if applied) is calculated on the amount of credits.

Every student must make and confirm his/her study plan after arrival and at the beginning of every following semester on Academic Information System (AIS). It is recommended to view it once in a while to see if all requested changes were made.

The list of degree programmes and courses which Kaunas University of Technology offers in English for every academic year

▶ www.en.ktu.edu

The courses presented in the website are of two levels:

- ▶ undergraduate (Bachelor's) level;
- ▶ graduate (Master's) level.

Course level is indicated in the description of every course. It is also easy to distinguish course level from letters B or M in the course code, like T125B003 – Bachelor's course, T125M165 – Master's course.

Exchange students should pay attention to the level of the course, while developing individual study plan.

It is recommended for Bachelor's students to choose undergraduate level courses and for Master's students to choose graduate level courses.



fee refund

IN CASE THE STUDENT DOES NOT ARRIVE TO THE UNIVERSITY WITH THE REASON

In case the student does not get Lithuanian visa and/or does not arrive to the University with the reason, the student will receive the tuition fee back to the personal bank account within 3 weeks. A confirmation of visa refusal or proof of any other serious reason to not arrive has to be provided.

IN CASE THE STUDENT DECIDES TO QUIT STUDIES AFTER ARRIVAL TO THE UNIVERSITY

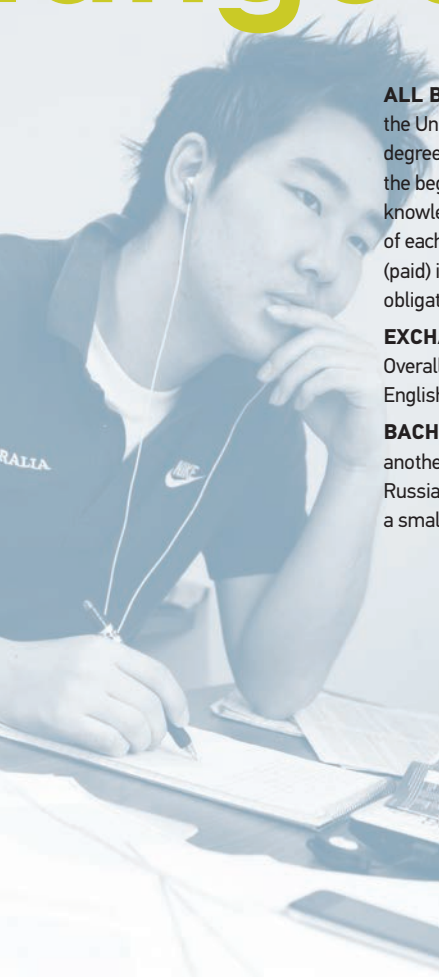
- ▶ The tuition fee for the current semester will not be returned, if the student quits studies without a serious reason.
- ▶ 50 % of the current semester tuition fee will be refunded, if the student quits studies before 15th October in Autumn semester or before 15th March in Spring semester due to serious reasons. A proof of a serious reason to quit studies must be provided.
- ▶ The tuition fee for the current semester will not be returned, if the student decides to quit studies after 16th October in Autumn semester or after 16th March in Spring semester.

IF THE STUDENT HAS PAID FOR TWO SEMESTERS IN ADVANCE

If the student has paid for two semesters in advance, the tuition fee for the second semester will be fully refunded. The particular amount of the tuition fee will be returned to the personal bank account of the student within three weeks after receiving the official application and proof of a reason (if necessary) to return the tuition fee.

foreign languages

All accepted International students must have B2 level at the time of application.



ALL BACHELOR'S DEGREE STUDENTS must graduate from the University having C1 English language proficiency. Bachelor's degree students must take an exam of foreign language (English) in the beginning of the first semester to identify the level of language knowledge. If he/she gets >90 %, C1 course is given which is a part of each Bachelor's study programme. If the score is less, B2 course (paid) is recommended but not obligatory, <50 % - B2 course is obligatory.

EXCHANGE STUDENTS can take language course(s) with credits. Overall sum of credits must not exceed 36 credits per semester. The English level is identified in the beginning of the semester.

BACHELOR'S, MASTER'S AND PHD STUDENTS may take another foreign language course (German, French, Italian, Spanish, Russian or preparatory courses for IELTS, TOEFL, TestDaf, DELF) for a small fee.

LEARN LITHUANIAN AT KTU

KTU offers Lithuanian language courses (A1, A2, B1) free of charge or as a part of the study programme (as freely chosen course):

- ▶ Learn to read (and tell the taxi driver your home address correctly)
- ▶ Learn to order your food and drinks
- ▶ Say a compliment to a nice girl / boy
- ▶ Mingle with Lithuanian people, discover lifestyle and culture
- ▶ Get your competitive advantage

More information will be provided during the Welcome Week. Take the chance and register within the first 2 weeks of each semester.



lectures

LECTURES

Each course has a confirmed content and may possibly include midterm exam, course work, practical and laboratory tasks, etc. There is written or oral exam upon completion of every course. This information is given by the supervising professor at the beginning of each course. **ATTENDING THE LECTURES IS OBLIGATORY.** The lectures start sharp at the indicated time so don't be late.

If you got sick during the semester or exams session, you must visit a doctor and inform the faculty administration about your illness on the first day you are missing the classes. After you get well, you must get a note from the doctor and to bring it to the faculty. Only having an official and registered at the faculty doctor's proof of sickness, the faculty may extend the time to fulfill the semester tasks or exams for 2 more weeks free of charge.

LECTURES START AT

- 1 lecture ▶ **8:30**
- 2 lecture ▶ **10:30**
- 3 lecture ▶ **13:00**
- 4 lecture ▶ **15:00**
- 5 lecture ▶ **17:00**
- 6 lecture ▶ **18:45**

LECTURES LAST

- ▶ **1 h 30 min**



The received grades can be checked on www.en.ktu.edu

The final grade of each course may consist of several components (provided by the teacher at the beginning of the course): midterm exam, course paper, laboratory works, home works (assessment during semester) and final exam. A student is not allowed to take final exam without fulfilling and getting passing grades for each of the semester tasks. Exams are taken during the exams session. The best students of each faculty may receive scholarships for advanced study results.

assessment of knowledge

The grading scale used at KTU is based on a number scale from 1 to 10 where 5 and higher is a passing grade and 4 or lower - a failing grade.

A student passes when he/she proves that he/she assimilated not less than 50 % of the required knowledge scope.

KTU GRADES AND DEFINITIONS

PASS

10 (excellent) ▶ excellent performance, outstanding knowledge and skills

9 (very good) ▶ strong performance, good knowledge and skills

8 (good) ▶ above the average performance, knowledge and skills

7 (highly satisfactory) ▶ average performance, knowledge and skills with unessential shortcomings

6 (satisfactory) ▶ below average performance, knowledge and skills with substantial shortcomings

5 (sufficient) ▶ knowledge and skills meet minimum criteria

FAIL

4, 3, 2, 1 (insufficient) ▶ knowledge and skills do not meet minimum criteria/below minimum criteria

* KTU grades are not converted into ECTS grades. Instead, the statistical grade distribution is given in the Transcripts of Records for the exchange students.

IF YOU FAILED ASSESSMENT during semester and/or did not finish them until the end of the Lectures period (look the Academic calendar), you can retake any of them one time paying 14,48 EUR within the first 2 weeks of the Exams session.

IF YOU FAILED OR NOT ATTENDED THE EXAM, you can retake it twice: first time – free of charge, second time - 14,48 EUR. If you failed again, you must repeat the course next year. Repeating of the course will be charged according to the tuition fee per credit.

Feel free to use teachers' consultancy hours (set by each teacher) during whole semester (don't postpone for the last week of the semester).

FINAL THESIS

Each study programme ends in writing the final degree thesis (Bachelor's, Master's or Doctoral) which are presented and defended at the faculty.

Master's thesis usually includes a preparatory research (called Research Work) in every semester.

If you did the major part of the thesis and got supervisor's approval but did not manage to defend your final degree thesis on time, you can do it later by paying 217,22 EUR.

Successful presentation of the thesis means the accomplishing of the degree programme and leads to a degree. Congratulations!



academic assistance

If you have some education gaps to study one or another course or topic at KTU, you may approach the professor. Each professor has weekly consultations hours (free of charge). So take this opportunity and discuss the questions that are unclear, the development of the course work and many others.

KTU Students Development Centre organises free of charge mathematics, statistics, computer science, physics and other **CONSULTATIONS FOR STUDENTS**, who experience learning difficulties at the University. The consultations provided by tutors (volunteering academics and students) can be in English and even in Russian languages.

Consultations are held in
Studentų St. 63A
(rooms 201, 203), Kaunas

- ▶ **+370 37 300257**
 - ▶ **apc@ktu.lt**
-

Degree students can choose an Academic adviser

ACADEMIC ADVISER – an academic person appointed to student to help in academic matters (choosing major and minor programmes and freely chosen courses, evaluating academic progress and etc.).

Sometimes learning difficulties may arise due to some adaptation or personal issues, or pressure not to fail. Don't wait and consult with the professional.

**UNIVERSITY
PSYCHOLOGIST SERVICE**

Psychologist
Juneta Zelmikienė
Studentų St. 63A-2, Kaunas

- ▶ **juneta.zelmikiene@ktu.lt**
-

scholarships

University offers numerous scholarships to those who are good at studies, research or are active in the University's life. University's scholarship fund consists of money from State budget, firms and individual donations.

SCHOLARSHIP FOR VERY GOOD RESULTS IN STUDIES AND SCIENCE (76 EUR) per month, 1 semester long

In the beginning of each semester a Dean of a Faculty appoints the degree students who demonstrate very good study results for scholarship. The students are ranked based on CGPA within the faculty, study programme and the year of study. The scholarship is assigned automatically and the student does not need to apply for it.

ONE-TIME INCENTIVE SCHOLARSHIP

May be given by Faculty's Dean's (up to 114 EUR) or Rector's (up to 304 EUR) decision to the student who is active in social life, participates in various projects and other after-studies activities. The students are recommended by faculties or University's departments/units.

RECTOR'S SCHOLARSHIP FOR EXCEPTIONAL RESULTS IN STUDIES AND SCIENCE (190 EUR) per month, 1 semester long

Nearly 60 Rector's scholarships for degree students who show exceptional results in studies and science are awarded by University's Rector's order every semester. The applications must be submitted at the faculties in the beginning of each semester (see Academic calendar). The prerequisites: CGPA of all study period at KTU and of the last semester must be >9, scientific publications, participation in seminars, conferences, etc.

ONE-TIME TARGET SCHOLARSHIP

May be given by Faculty's Dean's or Vice-Rector's decision to the student for representation of the University at scientific conferences, seminars, summits, exhibitions and arts & sports events.

SCHOLARSHIPS OF COMPANIES AND SPONSORS

May be given for talented students. The application and requirements differ depending on the individual scholarship which could be one-time, monthly, etc. within the range of 290- 3475 EUR. Information about open calls is published on ktu.edu and advertised in the faculties.

ONE-TIME SOCIAL SCHOLARSHIP

(152 EUR, or more) may be given to the student who has experienced a serious illness, financial loss of a family member at a current time. The applications, supported by the list of proves, are submitted at the faculties.

erasmus+ and exchange programmes

Degree students can study one or two semesters in another KTU partner university abroad and have a double international experience. The courses that are taken at a foreign university should match the study plan for a certain semester at KTU. **INFO DAY OF STUDIES ABROAD** is organised in spring where you can find out more and meet the students who had this experience already or study as exchange students at KTU (if you did not meet them yet during the classes or in the dorm), or to present your home university/studies abroad experience.

ERASMUS+

Erasmus+ is the most popular academic exchange programme in the world. Each faculty has bilateral Erasmus agreements with the universities all around Europe and you can choose one of them. KTU has 340 Erasmus agreements with 275 universities, and more than 1000 students yearly can be an Erasmus student.

Why to take this opportunity? It is an amazing addition to your experience in studies and social life, possibility to learn another language and opportunity to get a scholarship (300 – 500 EUR per month) to cover your expenses abroad.

Degree students may participate in exchange programme (for 1-2 semesters) from the second year of studies at the University. Academic Exchange and Networks Office deals with the applications. The eligible students are being selected twice a year: the main call is in March and the second one – in September (see Academic calendar for dates).

More information: ▶ en.ktu.edu
▶ **Dean's offices**

Specific questions can be addressed to VIRGINIJA SAVALENKOVIENĖ

Exchange programmes manager (outgoing students: studies and internships)

Academic Exchange and Networks Office
Donelaičio St. 73-109, Kaunas
+370 37 300038
virginija.savalkoviene@ktu.lt

BILATERAL AGREEMENTS

Erasmus+ is not the only programme to experience international mobility. Foreign universities are accepting students from KTU as well as the mobility is organised based on bilateral agreements between KTU and other universities, or between Lithuania and other country. Nowadays new popular destinations are Georgia, Kazakhstan, Azerbaijan, South Korea, etc. Some scholarships are available as well.

KTU WELCOMES EXCHANGE STUDENTS FROM ITS PARTNER UNIVERSITIES.

mentorship program

For more information on mentorships programmes and personal offers to you, login on KTU Academic Information System.

From 2014, KTU implemented a unique in Lithuania Mentorship programme that covers the main aspects of studies at the University. Mentors (volunteering students, teachers, professionals and business persons) help the less experienced or fresh students (mentees) to get integrated into the student life, to plan their studies, to focus on career development. It is not obligatory to have all type of mentors but this cooperation can become one of your strongest relationships in the future. And once you learn something new, do not forget to share your experience and become a mentor yourself!

My first week was a shock. I was in a country with very different kind of people from Spanish, the opposite climate and not so many elder people speaking in English, at least in Kaunas. Anyway, after a short time, I became even more comfortable than in my hometown. For the first time in my life, I experienced what independence is, and KTU helps you adapt a lot. During the first weeks, I was provided with a mentor, who allowed me to forget about everything. She took me to my living place, and showed me everything I needed to know. /.../ Now I can say that I know almost everyone and I already know how many things work in this University, so I can help new international students a lot.

Adrián Martín García from Spain
Mentor at KTU in 2014

PEER MENTOR – senior student assigned to freshers to get oriented in the University (study system, rules, the city, etc.). All newcomers will have peer mentors, supervised by ESN KTU. Got e-mail from a KTU student even before arrival to KTU? That's your mentor, keep in touch with him.

ACADEMIC ADVISER – an academic person appointed to student to help in academic matters (choosing major and minor studies, freely chosen courses, academic progress, etc.).

CAREER MENTOR – an experienced person assigned to student to share his/her knowledge, experience and insights on career issues.

RESEARCH MENTOR – a researcher appointed to undergraduate student to start research in desired field. Special requirements for mentees are applied.

TUTOR – a student or academic person who helps students in difficult undergraduate courses (mathematics, physics, etc.).

e-services

In order to get the login name and password you should register on ▶ registracija.ktu.lt

KTU has an unified registration system. Once the new user registers, the login name and the password are valid for the following services provided by the KTU computer network:

- ▶ Academic Information System (AIS)
- ▶ E-mail
- ▶ Computerised workstations in the University classrooms or libraries
- ▶ Photocopy machines in the University libraries
- ▶ Wireless internet (Wi-Fi) zones in the University area
- ▶ Virtual Private Network (VPN) and other e-learning environment (ViPS)
- ▶ Moodle e-learning environment (vma.ktu.lt)

ACADEMIC INFORMATION SYSTEM

All the information about your study process can be found in KTU Academic Information System (AIS).

In order to access AIS, go to ▶ en.ktu.edu → **MY KTU** → **Academic IS** → **login** with the new login name and password, which were created during the registration to KTU network system.

In KTU AIS, you will find a study plan of a current semester, the schedule of your lectures, notifications about your payments or outstanding debts as well as your status with the library, faculty, and dormitory.

Important announcements and open surveys, application for mentors will be published in AIS as well.

Click on Individual Plan and you will access the information about each year Study Plans. Moreover, you will be able to order a student status certificate from the University.

NEW USER REGISTRATION

Enter your name, surname and ID (according to KTU database, ID consists of date of birth and several other numbers and looks something like 38909259994. You will be provided by yours on the Welcome week).

After you provide the information needed for the registration, the system will create your login name and your e-mail address. In further steps you will also be able to change a password. The new login name and password will be necessary for all your study period in KTU libraries, computer classes or buildings with Wi-Fi and for the access of academic information on AIS and lectures' materials on Moodle.

MOODLE E-LEARNING ENVIRONMENT

In order to access your lecture materials, you need to login to e-learning environment Moodle

▶ vma.ktu.lt

Here teachers are publishing information about courses as well as lectures' materials according to the topics and important notifications or announcements.

Have questions?

Websites and contacts for inquiries are provided:

- ▶ When working in the University computer labs, contact the lab IT administrators,
- ▶ When working at the library, contact the librarians,
- ▶ Regarding e-mail, VPN, KTU wireless network issues, contact IT administrators ▶ pastas@ktu.lt

library

Library publications catalogue

▶ ktu.edu/en/library

The main textbooks for each course are provided or recommended by the teacher. But you may need many more to write your course paper, to deepen your knowledge. The easiest option is to go to KTU library. If you wish to take books home, you need to present your student card (LSIC) or any personal document (ID card or passport).

REMEMBER THAT BOOKS ARE GIVEN FOR A CERTAIN PERIOD. IF IT IS OVER BUT YOU WANT TO KEEP THE BOOK, YOU HAVE TO PROLONG IT.

KTU library provides possibilities to use electronic databases, to read scientific journals and books online (virtual library). Each library has a reading hall, internet access, here you can make photocopies or scan desired books as well as to print.



BRANCHES OF KTU LIBRARY

▶ Central Library Donelaičio St. 20	During semester I–IV 8–20* V 8–18 VI 9–16
▶ Faculty of Informatics Studentų St. 50	On holidays I–IV 8–17 V 8–15:45
▶ Faculty of Civil Engineering and Architecture Studentų St. 48	During semester I–IV 8–18 V 8–15:45 VI 9–16**
▶ Faculty of Mechanical Engineering and Design Studentų St. 56	On holidays I–IV 8–17 V 8–15:45
▶ Faculty of Chemical Technology Radvilėnų Rd.19	
▶ Panevėžys Faculty of Technologies and Business Nemuno St. 33, Panevėžys	

* Orders are carried out up to 19:00 at the Central Library

** Open each second and third Saturday

The library is closed for users on the last working day of every month (except November, April, and May). Shorter working hours are before public holidays.

after finishing studies



Before leaving Lithuania we recommend you to legalise diploma and diploma supplement by obtaining Apostille at the Ministry of Foreign Affairs of the Republic of Lithuania.

DEGREE STUDENTS

Diploma and the Diploma Supplement

After accomplishing the degree programme and the presentation of the final thesis, a student receives KTU diploma which is recognised in the European Union as well as in many other countries in the world.

Having Bachelor's or Master's degree awarded in KTU you may continue your studies (Master's or PhD respectively) at KTU or any other university in Europe, or start your professional career.

The Diploma Supplement is an annex attached to a higher education diploma. It provides a standardised description of the nature, level, context, content and status of the studies pursued and successfully completed by the graduate. The Diploma Supplement contributes to the transparency of student academic achievement and facilitates academic and professional recognition of qualifications throughout the entire Europe and other parts of the world.

Diploma Supplement is issued to all graduates of Kaunas University of Technology automatically, free of charge and in two languages: Lithuanian and English since 2005.

Before leaving Lithuania we recommend you to legalise diploma and diploma supplement by obtaining Apostille at the Ministry of Foreign Affairs of the Republic of Lithuania. According to the international law requirements, this stamp officially confirms that a signature, seal or stamp on a document is genuine. You may be asked for this at your next university or employer. It might be useful to legalise with Apostille other documents obtained in Lithuania as well.

Transcript of Records (TR)

If you need to prove your study results to your sponsor or decided to apply for academic exchange or to stop your studies for any reason, you may need Transcript of Records which includes all the courses you took and the marks you received while studying at KTU. Normally TR may be prepared only after the exams session when all marks are entered into the database. It means that TR will be prepared in February for the autumn semester or in July for the spring semester.

You can order the Transcript of Records in the Faculty's Administration Office.

EXCHANGE STUDENTS

Transcript of Records (TR)

Each exchange student will need the Transcript of Records in order to have their study period abroad recognised at their home university.

Normally the Transcript of Records may be prepared only after the exams session when all marks are entered into the database. It means that TR will be prepared in the first part of February for the autumn semester, or in the first part of July for the spring semester. When TR is prepared, International Studies Office sends it to the student's home university by post.

NOTE! TR/diploma will be provided only after your settlement with the university is completely finished.

Other documents

DIR may issue an official document confirming the period of your studies at KTU.

If your home university requires any additional information about your studies here, please inform the DIR in advance.



SETTLEMENT WITH THE UNIVERSITY

When leaving the University a student has to settle with:

LIBRARY. Return the publications back to the library and make a payment for delayed publications (if any) and confirm in KTU Academic Information System not to take library publications home-held anymore.

FACULTY. Make the outstanding tuition fee payments (if any).

STUDENT UNION. Return Lithuanian Student Identity Card (LSIC/LSP) to KTU Student Union (if you had).

DORMITORY. Make the outstanding rent payments (if any), inform Dormitory's administrator about your departure date, return the room key and the entrance card to the Dormitory administrator or the door-keeper.

You can check your current status of the settlement with the university in KTU Academic Information System.

planning your career

KTU emphasises professional experience and career development during the time of studies at the University. Internship is an important part of Bachelor's studies nevertheless the internships may be performed at any study cycle (Bachelor, Master's, PhD). This experience enriches student's knowledge, increases competitiveness, and expands student's network and helps to develop future career.

KTU Career Centre

Studentų St. 67, rooms 204 and 205
+370 37 321330, karjera@ktu.lt

[FACEBOOK](#) ▶ [KTU.Karjeroscentras](#)

The mission of KTU Career Centre is to create proper career possibilities for students, directly working with university and companies. The consultants help the students plan their occupational career properly and get ready for open job market. Seminars and trainings are being organised, moreover, the consultants help in solving KTU student internship and graduate employment questions (visit them on Tuesdays). Also they publish open calls from all over the world.



KTU CAREER DAYS

Organised by KTU Career Centre every spring, is one of the biggest in Lithuania. It is a possibility to meet the representatives from more than 80 companies and get to know more about the labour market and your future job and career possibilities from the people who are already working there. Every year more than 3500 students come to Career Days.

If you are very serious about your future career and need pathways advices, use the opportunity to have a **CAREER MENTOR** within the KTU Mentorship programme. Career mentor is an experienced person (usually coming from the industry sector) assigned to the student to share his/her knowledge, experience and insights on career issues. The applications to have Career mentors are accepted on AIS (look e-services) during the semester.

Check ▶ en.ktu.edu for the application procedures, open calls, internship places and references from the last years.

Students may use specialised internship programmes, coordinated by the University. Here we list some of the most popular ones.

internships programmes

ERASMUS+

provides opportunities to perform internship (so-called Erasmus placements) in Europe supported by Erasmus scholarship (from 400 to 700 EUR per month). The internship should be from 2 to 12 months (total duration of all Erasmus activities (studies + internship) can't be longer than 12 months during one study cycle). You should find the company that accepts you for the internship and then apply for the scholarship. The selection of candidates is organised by KTU Academic Exchange and Networks Office several times a year.

KTU Academic Exchange and Networks Office

Donelaičio St. 73-109
+370 37 300038
▶ ktu.edu/karjera

IAESTE & AIESEC

IAESTE (The International Association for the Exchange of Students for Technical Experience) and AIESEC (International Association of Students in Economic and Commercial Sciences) international programmes expand paid internship opportunities all over the world. The selection is organised by KTU Career Centre.

PARTNERS FOR VALUE

Partners for Value is another scholarship based internship programme coordinated by Academic Exchange and Networks Office and Career Centre.



start-up space

FACEBOOK ▶ StartupSpace

If you have a business idea or prototype of a product, apps, service, KTU can assist in putting the idea into practice and supporting not only by advices but also by providing the infrastructure.

When I tell people about my degree, my specialisation and the things I have learned at KTU, I get a bonus as an employee all the time.

Amer from Syria

KTU Start-up Space is a platform for developing entrepreneurship ideas and testing them in practice. It provides support for young businesses based on new technologies and innovations, renders space for sharing knowledge and inspiration. Within 2 years, nearly 30 start-up companies were established, and some of them are generating profit now. KTU Start-up Space invites professionals from various fields – people willing to join new business ideas, and those, who can provide advice and support on important questions.

part-time jobs and stay back options

Students holding EU citizenship can work part time job in Lithuania without any restrictions.

Non-EU citizens are requested to get work permit for each position they are employed at, and to be honest, part time jobs in Lithuania are not very popular due to regulations and language barriers (we hope not for long time). Work permits are issued by Lithuanian Labour Exchange office (www.ldb.lt) under the request of the employer.

According to new law, the graduates can stay for another 6 months after the graduation to search for a job or other study/business/volunteering opportunities in Lithuania.



Lithuanian student identity card (LSIC)

Lithuanian Student Identity Card (LSIC) (Lietuvos studento pažymėjimas (LSP)) is the main document that proves your Student status in Lithuania. An electronic LSIC is a student identity card that is also an e-ticket card for public transport, e-wallet, library card, student discount card (for cinema, shopping, internet access, copying etc.). You get up to 80% discount for public transport and 50% discount for intercity transport with LSIC.

LSIC is produced for the whole period of your studies at KTU. It's your document for studies and leisure time and provides the most incredible offers. The offers, discounts are updated regularly, check on ▶ www.lsp.lt

In order to save your time and maybe avoid some misunderstandings, the mentors will help you to order your LSIC – contact them for details.

TO ORDER LSIC YOU WILL NEED:

- ▶ a computer;
- ▶ internet access;
- ▶ scanned passport type photo (coloured with white background);
- ▶ e-mail address (do not use one.lt, mail.ru, rambler.ru or similar).

HOW TO ORDER LSIC?

1 step. Go to ▶ www.lsp.lt

2 step. Click on Register (to register in the system).

3 step. Enter requested information very carefully and follow the directions (if you enter wrong information your LSIC won't be produced or it will take longer; if you made mistake, contact your mentor or International Officer). Enter the city where you study (Kaunas). **Instead of personal number, enter your passport (ID) number.** Fill in other information and press Register. The system will show the error (it's because of personal number) but don't mind and click Register once again. Check your e-mail and click received link to confirm registration.

4 step. Connect to the system ▶ www.lsp.lt using your email

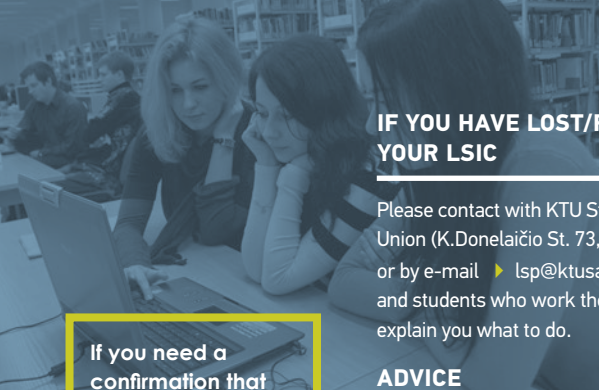
address and the password you entered while filling in the form. You must fill in the rest of information about yourself (university, faculty, etc.).

5 step. It may take from 5 min to a few days the system (or LSIC team) to approve your student status. You will receive the confirmation e-mail. Connect to the system again and upload your photo (have it scanned, photo requirements: ▶ www.lsp.lt/en/nuotraukos-reikalavimai).

6 step. In the My LSIC on ▶ www.lsp.lt, choose Order a new LSIC. Choose an office where your LSIC will be delivered (you can choose to collect in any office of Swedbank, DNB or Bite – these banks and mobile net providers have offices in the

most common places like Molas (Baršausko St. 66A), Akropolis shopping centre (Karaliaus Mindaugo St. 49) and Laisvės av.). Choose the date and time, when you come to collect your LSIC. Pay for it online or print out a receipt which enables you to pay at the office. Print out the LSIC contract and the receipt. You can track the status of your LSIC, when connected to www.lsp.lt.

7 step. As soon as you come to collect your LSIC, bring the LSIC contract and sign it in the presence of an authorized officer. You must have your passport or ID card with you. If you did not pay for the LSIC production online, then make a payment. If you see a mistake while collecting your LSIC, please inform an officer and do not collect the LSIC.



If you need a confirmation that you are a student of KTU, go to your faculty and ask to issue a Student status confirmation document.

IF YOU HAVE LOST/RUINED YOUR LSIC

Please contact with KTU Student Union (K.Donelaičio St. 73, Kaunas) or by e-mail ▶ lsp@ktusa.lt) and students who work there will explain you what to do.

ADVICE

The production of LSIC from registration to picking it from the bank may take 2-3 weeks. If it takes longer, contact the KTU Student Union (see above for the contacts) or your mentor.

PRICE

New LSIC costs 2,90 EUR for 1 year + bank fees. So it would be 11,60 EUR for undergraduate degree students (duration of 4 years), 5,80 EUR for Master's degree students (duration of 2 years) and 2,90 EUR for exchange students.

RETURN

LSIC must be returned to KTU Student Union after you finish studies at KTU.

international student identity card (ISIC)

▶ www.isic.lt

During your studies and especially while your LSIC is being produced you may find useful to have ISIC – International Student Identity Card. It gives plenty of discounts in Lithuania and abroad. Note that ISIC can give you discounts for Kaunas public transport, but not for intercity bus and trains. ISIC is made within a couple of minutes.


TO GET YOUR ISIC YOU'LL NEED:

- ▶ Student's status confirming document (issued by DIR);
- ▶ 1 photo (30x40 mm);
- ▶ 9 EURt;
- ▶ Passport or ID.

WHERE TO GET ISIC IN KAUNAS?

- ▶ **zigzag.lt**
(E. Ožeškienės St. 27)
- ▶ **ZIP Travel**
(Kęstučio St. 57-1)
- ▶ **Vytautas Magnus University**
(S. Daukanto St. 27-210)
- ▶ **Lithuanian World Center**
(S. Daukanto St. 1)
- ▶ Or order online www.isic.lt

student organisations



KTU Student Union

Donelaičio St. 73, Kaunas
info@ktusa.lt

▶ www.ktusa.lt

KTU STUDENTS UNION

KTU Student Union is one of the largest and most perspective organisations in Lithuania, for active, responsible and proactive students, who want and can represent the interests of students from whole University, solve their problems and gain irreplaceable skills. KTU Student Union consists of 9 faculty Students associations – that your needs would be well represented!

KTU ESN

Studentų St. 69–104
ktu@esnlithuania.org

[FACEBOOK](#) ▶ [ESN.KTU](#)

KTU ESN (KTU ERASMUS/INTERNATIONAL STUDENT NETWORK)

This is the first organisation at KTU you get in touch with as your peer mentor is from ESN KTU. The mission of this organisation is to represent international students, and to provide opportunities for cultural understanding and self-development under the principle of Students Helping Students. Many of ESN KTU members have international study experience themselves and they have dealt with similar issues and situations you may be having now so they know how you feel and how to help you. Another aim of ESN KTU is to let incoming students have a good time when living and studying in Kaunas, Lithuania. Visit them – the doors are opened.

ESN KTU organises many events, projects. The members gain additional advantage in the selection for Erasmus+ scholarships for studies and internships. We are glad international students are active ESN KTU members too. Share your experience with the freshers!

Other popular student organisations



AIESEC **(International Association of Students in Economic and Commercial Sciences)**

FACEBOOK ▶ [AIESECKTU](#)

AIESEC is the largest world's student organisation with more than 86,000 members in 124 countries and territories. It focusses on selfdevelopment, networking and business links. AIESEC members daily work with business companies closely, organise international exchange and internship projects, develop their own practical skills.

HIKING CLUB AŽUOLAS

Studentų St. 69–119
(dormitory No. 3)

▶ [www.azuolas.ktu.lt](#)

For those who love nature, hiking and complex trips and those who keep up and declare a healthy lifestyle! It's possible to find club members every work day between 11:45 -12:30.

BEST AT KTU **(Board of European Students of Technology)**

▶ [www.bestkaunas.org](#)

BEST is an international student organisation uniting more than 70 universities all over Europe. BEST Kaunas gives a chance for the students of Kaunas University of Technology to travel throughout Europe, gain experience and find friends from all over the world. BEST Career Centre offers you various work, internship and self-improvement programs.

INITIATIVE GROUP **“INVENSA“**

▶ [evf.ktu.lt](#)

Initiative group „Invensa“ aims to help young people to develop their skills in investment and business activities, entrepreneurship and scientific perspective by providing trainings, consultations, seminars and involving practise.

DESIGN STUDIO PIXEL

FACEBOOK ▶ [PIXEL.KTU](#)

The organisation unites students who are interested in computer graphics, want to learn how to work with various programs (Photoshop, Zbrush, Maya) and to use knowledge by doing various projects (create Unity games).

ESTIEM LG KAUNAS **(European Students of Industrial Engineering and Management)**

FACEBOOK

▶ [ESTIEMLGKAUNAS](#)

Another society that brings students all over Europe for professional and personal development. LG ESTIEM members get opportunities of internships abroad and contacts with companies ZEISS, BOSH, RESUL, etc.), experience to organise events, administrate international projects, communicate and find new friends.



BALTAIJUODA

FACEBOOK

▶ [BALTAIJUODA](#)

A young, dynamic and hard-working youth organisation “JuodaiBalta” unites volunteers of 7 different activities. If you are searching to realise yourself as socially indifferent, responsible person and want to volunteer, join this team.

NJUSPEIPIS

FACEBOOK

▶ [NJUSPEIPIS](#)

If you write, design, make photos, shoot videos, draw, know how to manage website or want to communicate with sponsors, join student publication “Njuspeipis”.

At KTU I made a lot of friends from many different cultures. Every one of them was a valuable addition to my life! KTU is the best place to make friends!

**Víctor Campoy Sirera
from Spain**

KTU MARKETING CLUB

FACEBOOK ▶ GROUPS ▶ [KTUMARKETINGOKLUBAS](#)

The club is for everyone, to whom marketing and advertisement is not new, for everyone whose head is boiling with ideas, for anyone who wants to create their portfolio as marketers! Keep in touch with young and already advanced start-up companies or youth organisations, helping them to form image and become well-known.

KTU CLUB OF DEBATES

FACEBOOK ▶ GROUPS ▶ [KTUDEBATAI](#)

The club unites students who know how to voice their opinion and can hold on to their position, those who are interested in political, social and cultural life. In 2013 – 2014, the club participated in several debates in Lithuania and abroad.

STUDIO „KTU MEDIA“ ▶ andrius.kazokaitis@ktu.lt

Studio unites students who are interested in 3D graphics and want to learn how to shoot, edit, create visual effects, record the sounds and prepare them properly and to expose talents as video directors.

RAFES

FACEBOOK ▶ [FSARAFES](#)

Student organisation RAFES is a group of active students, who have ideas and one common goal – to act and to implement their plans. RAFES organises University’s events, practices in preparation of promotional packages, implements cultural ideas of KTU students.

STUDENT SCIENCE ORGANISATION

▶ smd.ktu.lt

The Student Union of Science unifies young and perspective students, same as you are. They think that science is not a dry theory only, but also real practice in making the world better. Students from different faculties (informatics, mechanics, chemistry, etc.) are working together in the sense of science.

SALTUS GLADII

FACEBOOK ▶ [SALTUSGLADIIMEDIEVALDANCES](#)

Saltus Gladii – medieval dance club at KTU. At out dance club students learn how to dance royal and ordinary medieval dances and show them at historic international dance festivals.

sports

If you have any questions about sports at KTU, please contact the representatives of our Sport Centre:

Assoc. Prof. Laura Daniusevičiūtė
Studentų St. 48
laura.daniuseviciute@ktu.lt

Mindaugas Dubosas
Studentų St. 48
mindaugas.dubosas@ktu.lt

Various sport activities in Kaunas University of Technology are coordinated by the Sport Centre.

More than 400 KTU students participate in different sport competitions every year. Women and men basketball, women and men volleyball, man handball and football teams won many Lithuanian students and SELL championships. Several university students represented Lithuania at four last Summer Olympic Games while international students play in University's professional teams.

Sport Centre organises various sports events for the Academic community. One of the best traditional events is Student Basketball Contest, Rectors Cup, also overnight basketball tournament, sports competition among the dormitories, Christmas and Easter volleyball tournaments, Student's marathon in memoriam of Professor Kazimieras Baršauskas and Sports contests for the opening and closing of the academic year.

Fitness (practiced next door from KTU dormitory No. 8), basketball, tennis, football and floor football as well as cricket are the most popular sports among international students.

Some private sport clubs

(always ask for student discounts):

Ažuolynas Sports and Wellness Centre (with tennis courts)

▶ www.assc.lt

ClimbingClub.lt (climbing wall)

▶ www.climbing.lt

Girstučio swimming pool

▶ www.plaukimocentras.lt

Hermis Wellness Centre (with sauna and swimming pools)

▶ www.hermis.net

Impuls Sports and Entertainment Centre (with the swimming pool)

▶ www.impuls.lt

Lithuanian Sports University (with fitness, aerobics, swimming pool)

▶ www.lsu.lt

Savas Klubas Sports Club

▶ www.savasklubas.lt

Wellness Centre Linija (with sauna and swimming pool)

▶ www.linijasportas.lt

SPORT BRANCHES PRACTICED AT KTU

	Prof.	All		Prof.	All
Aerobics	-	X	Rowing sport	X	-
Badminton	X	X	Sambo wrestling	X	-
Basketball	X	X	Strength triathlon	X	-
Cricket	-	X	Swimming	X	X
Fitness	-	X	Table tennis	-	X
Floor ball	-	X	Tennis	-	X
Football	X	X	Track and field athletics	-	-
Greco-roman wrestling	X	-	Travellers' sport	X	-
Handball	X	-	Volleyball	-	X
Judo	-	X	Weight lifting	-	X
Orienteering	X	-	Yoga	-	X
Pilates	-	X			

art societies

Every year many students join various KTU art societies – choir, dance groups, design studio, etc. It is an ability to express yourself, to show your talent and to make new friends.

For more information,
please contact
Centre of Cultural
Activities

Laisvės Av. 13-111
+370 37 300082
▶ kultura@ktu.lt

ACADEMIC CHOIR “JAUNYSTĖ”

Leader **Danguolė Beinarytė**

▶ jaunystes.maestro@gmail.com

FOLK SONG AND DANCE ENSEMBLE “NEMUNAS”

Leader **Margarita Tomkevičiūtė**

▶ nemunas@ktu.lt

GIRLS DANCE GROUP “MODANCE”

Leader **Tatjana Apolonova**

▶ ktu.modance@gmail.com

KTU PHOTOSTUDIO

Leader **Robertas Misiukonis**

▶ kfs@fotostudija.ktu.lt

KTU THEATRE STUDIO “44”

Leader **Ridas Žirgulis**

▶ 44.studija@gmail.com

MIXED LECTURERS AND STUDENTS CHOIR “ABSOLVENTAS”

Leader **Viktoras Masevičius**

▶ masevicius@ktu.lt

ROCK BAND “AITOR”

Leader **Julius Vilnonis**

▶ kultura@ktu.lt

SPORT DANCE CLUB “VIESULAS”

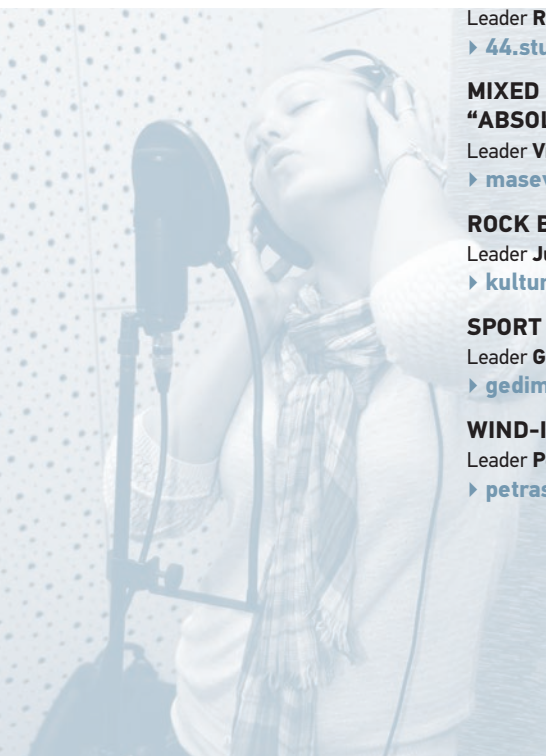
Leader **Gediminas Kavaliauskas**

▶ gediminas.kavaliauskas@ktu.lt

WIND-INSTRUMENT ORCHESTRA

Leader **Petras Tadaras**

▶ petras.tadaras@ktu.lt





support to student activities

Department of Student Affairs

Director **Dr. Martynas Ubartas**
K. Donelaičio St. 73-114
+370 37 300014
▶ martynas.ubartas@ktu.lt

DEPARTMENT OF STUDENT AFFAIRS

Provides consultations, helps students to deal with various problems and issues related to studies, financial support, Mentorship programme, dormitories, daily living needs, personal career planning, free time and health.

Department of Student Affairs consists of 3 units:

- ▶ **Student Information Unit**
- ▶ **Student Welfare Group**
- ▶ **Student Leisure Planning Group**

They do their best to discuss students' suggestions and address their needs in order to help students stay motivated, achieve their academic aims and be satisfied with the study process.

STUDENT INFORMATION UNIT

This team has all the answers (more exact and much better than International Studies Office) to all your questions about:

- ▶ Academic and other issues (study programmes, minor studies, studies and practice abroad, internships, current projects, support, other possibilities of studies),
 - ▶ Possibilities of receiving support (Financial Support Group, Career Centre, Student Development Centre, Leisure Planning Group, other),
 - ▶ Mentorship Programme of the University,
 - ▶ How to fill in various applications,
 - ▶ How and when to organise individual consultations with qualified specialists,
 - ▶ What to do if you think the teacher does not like you,
 - ▶ How to start a project if you have an idea,
- And many others.

KTU Faculty of Electrical and Electronics Engineering

Studentų St. 50-168
+370 37 300327, +370 614 20055

▶ klask@ktu.lt

Skype: ktuinformacija

Working hours:

I – IV 9:00 – 17:00

V 9:00 – 15:45

STUDENT WELFARE GROUP

Student Welfare Group helps students to find best solutions regarding their:

- ▶ Social problems,
- ▶ Personal finances management,
- ▶ Discounts of dormitory room fees,
- ▶ Well-equipped environment for students with special needs,
- ▶ As well as administrates the funds of various scholarships.

KTU Central
Administration Building
K. Donelaičio St. 73-113
+370 37 300080
▶ greta.kasperaviciute@ktu.lt

STUDENT LEISURE PLANNING GROUP

The aim of the Student Leisure Planning Group is to engage KTU students in interesting and creative ways of spending their leisure time. Contact them if you have questions:

- ▶ About leisure possibilities provided by the University,
- ▶ How to create new student organisations,
- ▶ How to get assistance to participate in conferences and competitions.

KTU Central
Administration Building
K. Donelaičio St. 73-113
+370 37 300743
▶ agne.vinkauskaite@ktu.lt



university working hours

Monday – Thursday	8:00 - 17:00
Friday and before public holidays	8:00 - 15:45
Lunch break	12:00 – 12:45
KTU libraries, sport halls and other facilities may have other working hours	

Kaunas University of Technology
Department of International Relations

Central Administration Building

K. Donelaičio St. 73

LT-44029 Kaunas, Lithuania

Skype: KTU_admission

FB: KTU.International.Students