



Western Norway
University of
Applied Sciences

WELCOME

To Høgskulen på Vestlandet (HVL)

18.12.2024

THE MOBILITY TEAM



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Fives campuses across Western Norway



Students | Staff

910 | 100

3,080 | 380

10,530 | 1,130

1,710 | 200

1,560 | 200

Førde

Sogndal

Bergen

Stord

Haugesund









Today's agenda

- Immigration, Erasmus+, enrolment, learning platform
- The student organization Sammen/Saman
- Campus based break-out rooms
- Meet the student assistant



VISA - Citizenship outside EEA / EU

- Apply for a Visa/Student Residence Permit before coming to Norway.
- UDI website: [Want to apply - UDI](#)
- Application fee NOK 5.900 (approx. 500 EURO and 550 USD)
- Confirmation of Admission (email named Application Result) is your proof of acceptance. PDF can be downloaded from Søknadsweb



Registration - Citizenship outside EEA / EU

After **arriving** in Norway, visit the local **police** station.

In **Bergen** there is a prebooked appointment on the 10th of February, 09.00 – 14:30.
Address: Vest Politidistrikt, Kroatjønneveien 15.

All others should book a **personal appointment** with the local police.

- › Students in **Sogndal** and **Førde** go to **Førde** police station
- › Students in **Haugesund** and **Stord** go to **Haugesund** police station



Registration - **Citizenship outside EEA / EU**

Bring the required **documents** (print out) to your police appointment

1. **Passport/National ID**
2. **Confirmation of Admission from HVL (email named Application Result)**
This email includes a confirmation of funds
3. **Health insurance/EEA Health card**
4. **Housing** contract



Registration - **Citizenship in EEA / EU**

Everyone staying in Norway for more than **90 days** must **register** at UDI website (Nordic citizens are excepted). After registering you get the option to **book** an appointment with the local police.

- **Stord and Haugesund** - police station in Haugesund
- **Sogndal** - police station in Førde
- **Bergen** – SUA [The Service Centre for Foreign Workers | SUA](#)

Registration - Citizenship in EEA / EU

Bring these **documents** when you meet at the local police station (print out)

1. Passport/National **ID**
2. Confirmation of Admission (**email** named Application Result) is your proof of acceptance. PDF can be downloaded from Søknadsweb
3. **Health insurance**/EEA Health card
4. Proof of **funds**. You can write a **self declaration** "*I confirm that I have sufficient funds for my stay in Norway*" and sign the document. You do not need to provide bank account information.

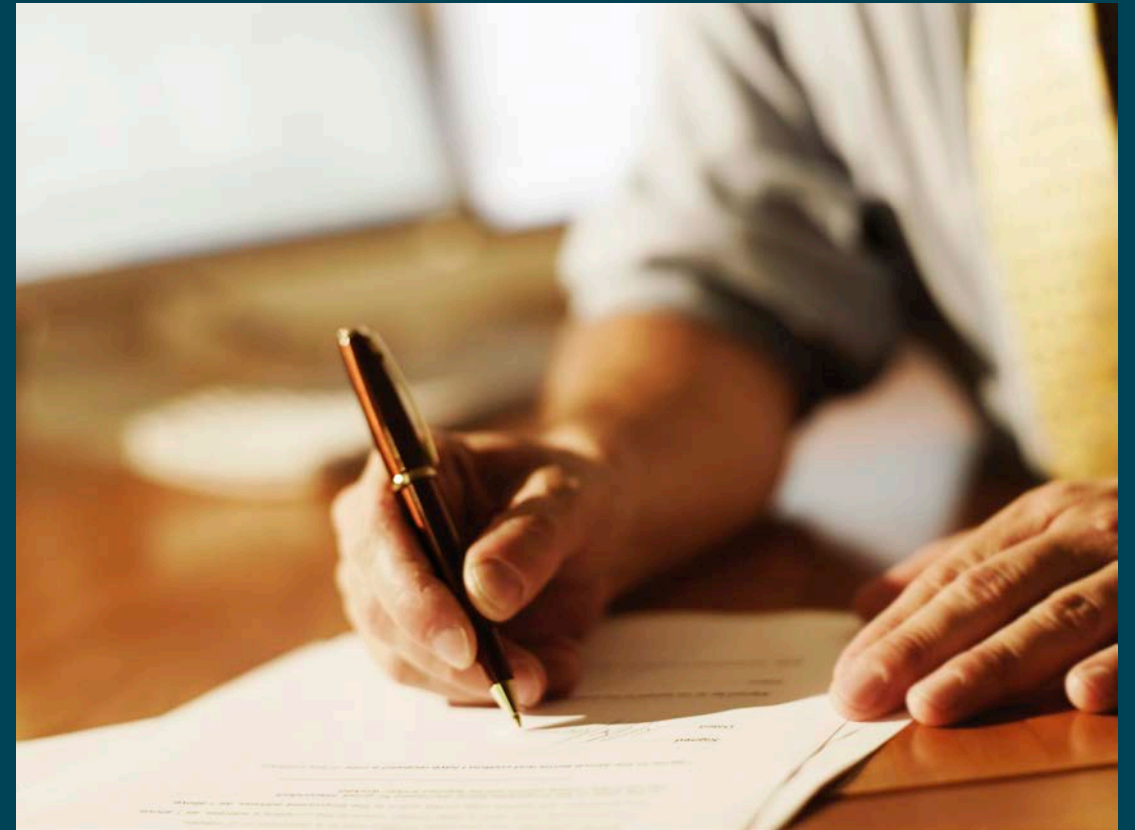
Erasmus students

When arriving in Norway

Some will need a Certificate of Arrival.
Your university will tell you if you need it

Show up to reception (Servicetorget) and
ask them to sign

Remember to fill in your name and
information!



Erasmus students



Before leaving Norway

Everyone needs a Confirmation of Stay. Your university will provide you with the document

Show up to reception (Servicetorget) and ask them to sign in your last week

Or send an email to servicetorget@hvl.no

The practical stuff

Becoming a student at HVL



Accessing student **online systems**



Enrolling – **courses** and **exams**



Get your student **ID cards**

Activating your account

Access student **online systems**

- › Wifi – **Eurodam**
- › **Office 365**
- › Student platform - **Canvas**
- › Schedule for classes - **TimeEdit**
- › Personal student **email**

Activate your account by creating a password at <https://konto.hvl.no/>

If you have **issues**, contact the [IT-help desk](#)

Western Norway University of Applied Sciences
Studentaccount administration

Høgskulen på Vestlandet

English

Students

From this page you may create or reset the password for your HVL user account.
(For students, employees must contact HVL IT support)


[More information and help](#)

Press [Proceed] or [Abort]


First time log in


- You will receive a username and pin code (by email)
- Log on to studentweb.hvl.no
- Change to English in the top right
- Choose Høgskulen på Vestlandet
- Log in with your username and pin code

Login English

 Western Norway University of Applied Sciences **Studentweb**
Western Norway University of Applied Sciences


Choose login method

 **Feide**
Feide is the chosen solution of the Department of Education for secure identification in the education sector.
[Log in using Feide](#)

 **Log in using your Norwegian ID number and PIN code**
Norwegian ID (11 digits):

PIN code (4 digits):

[Log in](#) [Send new PIN to your email](#)

 **ID-porten**
ID-porten is an identification portal delivered by the Norwegian Digitalisation Agency (DigDir) that provides secure logon with an electronic ID (e-ID) from MinID, BankID, Buypass and Commfides.
[Log in using ID-porten](#)

[Choose a different institution than Høgskulen på Vestlandet](#)
[Declaration on data protection](#)

Enrolling – courses and exams

- › Enroll in **StudentWeb** – more info [here](#)
- › Deadline is **February 1st**
- › Sign up for courses you have been **pre-approved** for
- › Problems with enrolment - please contact a [student adviser](#)
- › Register for both **courses** and for **exams** – more info [here](#)

Course Schedules



All classes are published in [TimeEdit](#)

How to use

- Select your campus - Student and log in with Feide
- Select **Timeplan vår 2025 (Spring)**
- Search for “**Emne**” - **insert the course code or name**

Student platform – Canvas

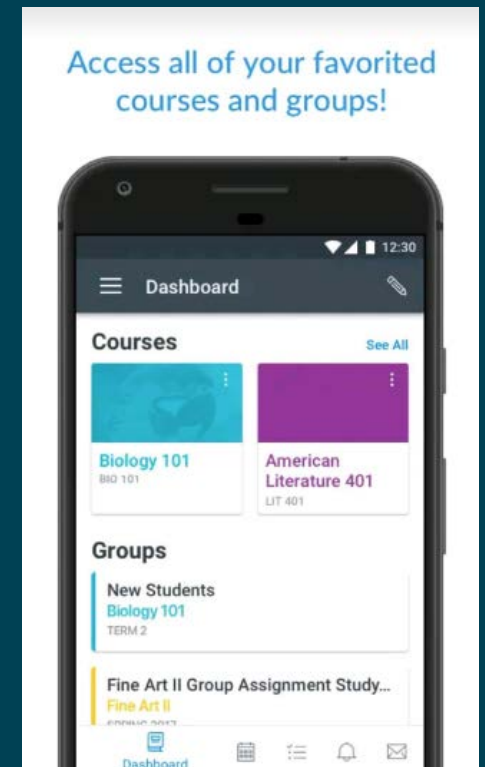
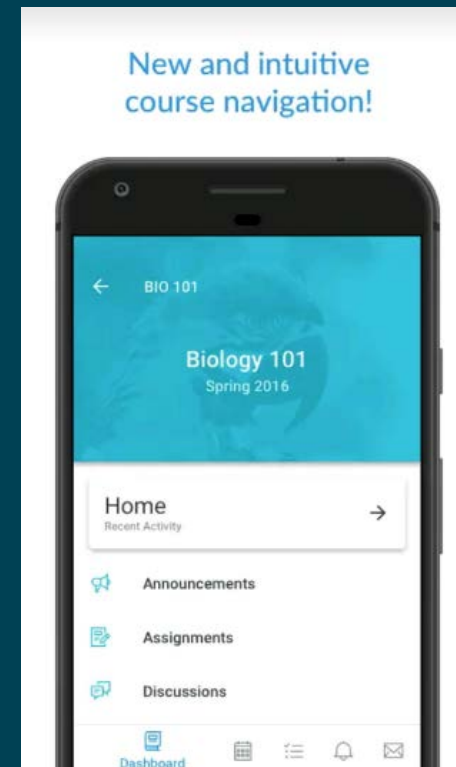
Canvas (study support system)

- Access **class material**
- Deliver written **assignments** and get individual feedback.

To **access** Canvas course room, **register** for the course in StudentWeb

Student assistants can **help**

You can use Canvas in **browser** or **App**



Studying in Norway

Full time is 30 ECTS per semester. This equals 40 hours per week.

“But my timetable only shows 10 hours”

“In Norway, most higher degree studies have few lectures – a lot is based on self-study”

We recommend that you study around 40 hours a week



Safety in Norway

Norway has low levels of crime

Use common sense

Respect nature, take precautions when hiking or skiing

[Sikresiden.no](https://www.sikresiden.no) – “On the Safe Side”



Student ID card



You need this to...

... access **campus buildings**.

Your access code is the same as your student PIN number

... **print** on campus

... check out **books** at the library

... prove student **discount** in public transport ++. You can also download the app "Studentbevis" for this purpose.

How to get your student ID card



UPLOAD A PHOTO OF
YOURSELF TO THE
WEBSITE



ORDER YOUR CARD



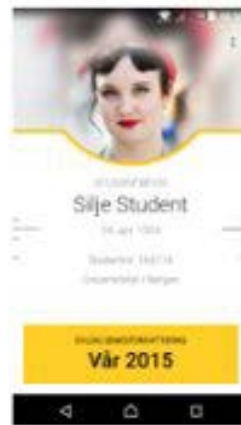
PICK UP CARD AT THE
CAMPUS RECEPTION

The student card app

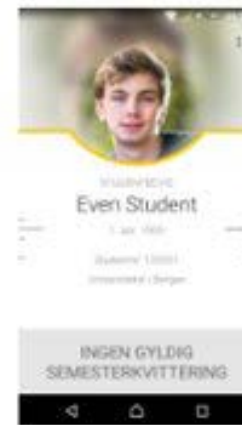
Download the “Studentbevis” app and log in using Feide. Make sure it has your picture.



Log in with username and password



The student ID is valid



The student ID is not valid

Printing at HVL

- You need your **Student ID Card** and personal PIN to print
- You already have 50 NOK in your account, and you can **top up** your card on [Myprint.hvl.no](https://myprint.hvl.no)
- From [Myprint.hvl.no](https://myprint.hvl.no) you can **print** from your **phone or laptop**
- There is a step-by-step **guide** to printing on the [HVL webpages](#)

Make sure to...

- not top up more than you need (no refund)
- check if there is enough paper
- contact IT (it-hjelp@hvl.no) if you have any issues



Transcript of Records (ToR)

You are responsible for **ordering** the ToR yourself

It is available on StudentWeb both as a **digital** version or **paper** version

Hand it in to **your university**

More **information** on our [webpages](#)

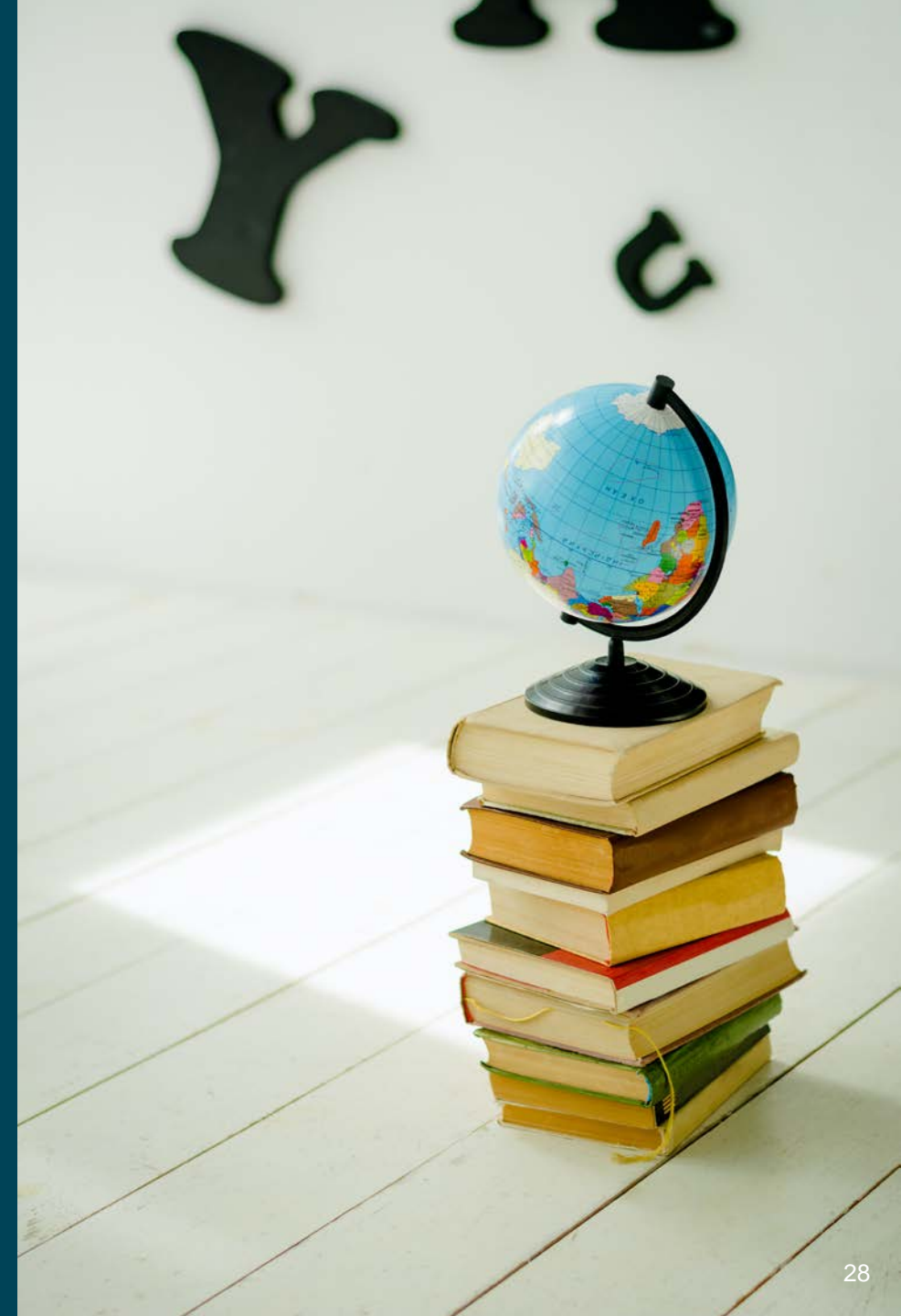


Support systems

Do you need **extra support** in your studies?

Students with **disabilities** and/or support needs can **apply for facilitation** for conditions affecting their studies.

The **deadline** is February 1st



Two types of facilitation - examples



Day-to-day on campus

Facilitation of compulsory learning activities/work requirements

In the **reading hall** such as special furniture or screens



With your exams

Added **time**

Braille or large print

Reading aloud of assignment text

Private **room** for exam

How to get study support

Apply within the deadline
You need **documentation** on your condition

If you **feel unsure**, or need **help** with the application, contact the **student advisers** at your faculty

You [apply online](#) before February 1st



Sammen, the student welfare organization



sammen



sammen

KORT FORKLART



Follow us on social media

[@sammenbergen](#)

[@sammenstord](#)

[@sammenhaugesund](#)

[@samansogndal](#)



Tik Tok



Instagram



Facebook

Campus-based information with the student assistants

- Wait 5 minutes, stretch your arms and legs →
- Join Break-Out Room for your campus
- After campus session we are done





We look forward to seeing you!

First time enrolment at HVL

1. Get registered

Log in at studentweb.hvl.no with your ID number and the PIN code you received by email. Choose English language in the pull-down menu where it says 'Språk: Bokmål' and choose Høgskulen på Vestlandet as your institution. If you are starting an education of 60 credits or more, you will automatically be signed up for examination(s) when you confirm your education plan. It is also possible to sign up for examinations via the menu item 'My active courses'. If you need to pay a semester fee, go to 'More' and 'Payments'.

Did you forget your PIN? Get a new one at studentweb.hvl.no

Be sure to write down your username

2. Activate your user account

At konto.hvl.no you activate your Feide user account by using your student number as username and your PIN. Then create your personal password.

Your account will provide access to Eduroam Wi-Fi, Office 365, Canvas and TimeEdit

3. Download your digital student ID

Download the Student ID app, choose Western Norway University of Applied Sciences, log in, and accept the terms. You also need a student ID card to access buildings and use printers.

Also have a look at www.hvl.no/en/hvl-students