

## Exchange Study Report

As an exchange student from KI you are required to write a report on your exchange study period abroad. In the report we ask you to reflect upon your experiences from your exchange studies. Your report will be an important part of the evaluation of the exchange programme. Moreover, it will be a great source of inspiration and information for other KI students. Approved exchange study reports are published online.

## Writing the Exchange Study Report

On the link below you can find the online exchange study report form. Please follow the instructions carefully. Login with your application's registration number and your e-mail address.

If you give your consent, your exchange report will be published on the KI website. You can choose if you want your name and e-mail address visible in the report or not. Please note that staff at KI reviewing your report will be able to see who the author is.

The exchange study report consists of a number of tabs (see next page). Each tab consists of suggested topics to discuss. Please feel free to write additional comments suitable for the subject. You can copy and paste text from other programmes (e.g. Word), but you have to remove all formatting in the text by clicking on the HTML button under each tab. **Only then, can you format the text using the text formatting tools (e.g. bold text) and create paragraphs, headings, lists, and insert hyperlinks.** If you do not follow these instructions, the system may crash, and you will not be able to submit your report.

## Submit your Exchange Study Report online

**Please do not use Google Chrome when submitting your exchange report.** We are currently experiencing some problems with that browser, and suggest that you use Internet Explorer or Firefox instead.

You can preview the report before sending it by clicking on *Save* and then *Preview*. If you approve, the report will be published on the KI website. You can choose to publish your report with or without your name and e-mail address.

To receive the second disbursement of the travel grant or scholarship, you must submit your exchange study report no later than **1 September** of the academic year after your exchange. Reports submitted after 1 September will not receive a second payment.

Link: <http://alhambra.it.ki.se/Reserapporter/defaultStudUt.aspx?lang=eng>

## Sections of the report

In order for the report to be approved, and as a guide for future exchange students, please write a descriptive and detailed report. Below are the sections to consider:

### **Pre-departure**

Suggested topics: Why did you choose to go on exchange? Why did you choose this partner university? What did you think of the study abroad-information given by the partner university and by KI? Were you required to be vaccinated or to bring certain certificates?

### **Arrival**

Suggested topics: How long before course start were the students supposed to arrive at the partner university? Did the partner university offer any introduction course(s)? Were there any mentor programme? Please note that you may not state any names in the report. If you would like to mention any names, please link to websites if possible or use the section “internal” in the report.

### **Financing**

Suggested topics: Cost of living – suggestions for keeping costs down? Obligatory costs related to the exchange: e.g. student union fee, costs for vaccinations, visa etc? Please recommend useful links.

### **Accommodation**

Suggested topics: How was accommodation arranged? What was your impression of the standard and cost of housing? Do you have any advice concerning housing? Was the accommodation located close to/far away from the campus/hospital? Please recommend useful links.

### **Studies - in general**

Suggested topics: Please describe the studies in general, e.g. your impression of teaching methods and the study environment. How did you experience the relationship between student and teacher/supervisor and between student and patient? Describe the relationship between theory and clinical education, if applicable. Please comment on the differences and similarities between KI and the partner university. You will describe each course in the next subject section.

### **Courses during your exchange (if you're not taking courses, please think Master's thesis/Project work/etc.)**

For which semester on your study programme at KI will you apply for a credit transfer? If the courses you took correspond with several semesters on your study programme at KI, please use several sections below (one section per semester).

### **Language and culture**

Suggested topics: How did you experience studying in a different language (if different from your native language)? Did the partner university offer language courses? Did you experience any cultural differences or cultural clashes? If so, please describe.

### **Leisure time**

Suggested topics: Did the partner university arrange any social activities? Were there possibilities for sports and recreation? Was it easy to get in contact with other students? Please describe the city, the university and the student life. Please recommend useful links.

### **Conclusion**

Please reflect on, if and how, you have been influenced by the exchange - personally and as a student. Do you think the experiences of your exchange will affect your future professional role? Please describe your general impressions of your exchange period.

**Internal information to Karolinska Institutet**

In this section you can write things you consider being valuable information for KI. You can write comments intended for the international coordinators.