



APPLICATION FOR RESTORING THE STUDY RIGHT

Personal Data

Last Name	First Names
Personal Identity Number	Student Number
Street Address	Postal Code and City
Telephone	E-mail

I apply for the restoring of my Study Right

Degree/Study Program/Major	Year of Commencement
Other Study Rights at the University of Helsinki	The last year I have registered

Grounds for Restoring the Study Right (Use an Separate Sheet when necessary)

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Date	Signature
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Decision

<p>The Study Right is restored.</p> <p>Degree/Major</p> <p>You have to register at the Information and Counselling Office (Address: Fabianinkatu 33). When registering, you have to present this Decision as well as the receipt of payments of the Student Union Membership Fee and the Re-registration fee. Payment slips are available at the Information and Counselling Office.</p>	
<p>The Study Right is not restored, grounds:</p>	
Date	Signature
	Clarification of Signature

Instructions on the reverse side

INSTRUCTIONS

The student has to register as present or absent every year.

The student, who has not registered according to the procedure defined by the University, loses her/his study right according to the 14 article of University Regulation (Yliopistoasetus 115/1998). If the student wishes to continue her/his studies, she/he has to apply for the restoring of her/his study right at the Faculty (Rector's Resolution 169/98). The Rector's Resolution has been amended by the Resolution of the Dean of the Faculty of Social Sciences 103/99.

According to the decision made by the Faculty of Social Sciences, the student who has neglected registration has to submit an application to the study office of the Faculty in order to restore her/his study right.

This application is meant only for restoring a study right the student has previously had, i.e. the applicant must have had a study right in order to be able to apply for restoring it.

The application should be returned to the Study Office of the Faculty of Social Sciences (Valtiotieteellinen tiedekunta, Opintotoimisto, PL 54, Unioninkatu 37, 00014 Helsingin yliopisto).

The Faculty sends the decision to the applicant by mail. If the application is approved, the student has to register at the Information and Counselling Office of the University.

In order to register, the student must pay a re-registration fee of 35 euros and the Student Union membership fee. Both the decision of the Faculty and the payment slips must be presented when registering.

The re-registration fee of 35 euros is paid to the account of the University of Helsinki:

**Nordea 166030-110455
Reference Number 0253 62312**

If the application for restoring the study right is rejected, the applicant has the right to appeal for revision. The appeal has to be submitted in writing to the Council of the Faculty of Social Sciences within 14 days from the sending of the decision.

The decision given in the revision process can be appealed to the Supreme Administrative Court of Helsinki according to Finnish Administrative Procedure Act (hallintolainkäsittelylaki 586/96).