



OPETUSMINISTERIÖ

Undervisningsministeriet

MINISTRY OF EDUCATION

Ministère de l'Éducation

PRACTICAL INFORMATION FOR PARTICIPANTS

3RD CYCLE DEGREES: COMPETENCES AND RESEARCH CAREER

30 September - 1 October, 2008
Marina Congress Center, Helsinki Finland

MEETING VENUE AND REGISTRATION

The seminar will be held at the Marina Congress Center in Helsinki (address: Katajanokanlaituri 6), close to the market place Kauppatori, near the Katajanokka Harbour.

Meeting room is **Fennia I** which is located on the second floor of the building. Registration will take place on the first morning of the meeting in front of the meeting room, where an information desk will be located.

Badges will be handed out upon registering on-site. They are strictly personal and should be worn visibly during the whole meeting.

MEALS

Light breakfast buffet (Tue & Wed) and afternoon coffee (Tue) as well as lunches (Tue & Wed) will be covered by the organisers and will be served at the dining room of the Marina Congress Center. The buffet dinner at the end of the first meeting day will be hosted by the Academy of Finland.

ACCOMMODATION

The Ministry of Education has made arrangements with three hotels regarding preliminary bookings. Participants of the seminar are to cover their own travel and accommodation costs and are kindly requested to confirm their booking at a hotel of their choice by following the instructions below. After the booking deadlines, the negotiated prices will no longer apply.

All the hotels are located in the centre of the city, within 15-20 minutes' walking distance of the meeting venue (see the map) - Hotel Scandic Grand Marina is the one closest to the actual meeting venue. Hotel options are:

Hotel Scandic Grand Marina

(<http://www.scandichotels.com/en/Hotels/Countries/Finland/Helsinki/Hotels/Scandic-Grand-Marina/>)

Address:	Room rates (incl. buffet breakfast):
Katajanokanlaituri 7	Single room 112 € / night
00160 Helsinki	Double room 147 € / night

Reservation instructions:

The seminar guests are asked to make their reservation via the hotel Sales Service either

by phone: +358 (0)9 16661 or

by email: Grandmarina@scandichotels.com

RESERVATION CODE: OPE290908 should be quoted when making the booking. Last date for the booking with the above mentioned terms and prices is 1 September, 2008.

Hotel Arthur

<http://www.hotelarthur.fi/index.php?lang=eng&area=1&id=hotelli>

Address: Vuorikatu 19
00100 Helsinki

Room rates (incl. buffet breakfast):
Single room 88 € / night
Double room 108 € / night

Reservation instructions:

The seminar guests are asked to make their reservation via the hotel Sales Service or Reception either

by phone: +358 (0)9 1734 4200 or +358 (0)9 1734 41 or
by email: myyntipalvelu@hotelarthur.fi
or vastaanotto@hotelarthur.fi

RESERVATION CODE AND NUMBER: 3rd Cycle Degrees and 257009 should be quoted when making the booking.

In case of late arrival (after 6 p.m.) the guests are requested to inform the hotel in due course in order to receive the necessary instructions from the hotel personnel. Last date for the booking with the above mentioned terms and prices is 25 August, 2008.

Sokos Hotel Vaakuna

http://www.sokoshotels.fi/SokotelWeb/Sokotel.portal?nfpb=true&pageLabel=Sokotel_hotellit_hotelliesi_tely&hotelId=500657960&siteLang=en

Address: Asema-aukio 2
00100 Helsinki

Room rates (incl. buffet breakfast and the use of sauna):
Single room 120 € / night

Reservation instructions:

The seminar guests are asked to make their reservation via the hotel Sales Service either

by phone: +358 20 1234600 or
by email: sokos.hotels@sok.fi

RESERVATION CODE: 3rd Cycle Degrees should be quoted when making the booking. Last date for the booking with the above mentioned terms and prices is 25 August, 2008.

TRAVEL ARRANGEMENTS

The participants are responsible for making their own travel arrangements. The airport for the meeting is Helsinki Airport (HEL). From the airport there are bus connections to Helsinki railway station, which is located near the meeting venue and the recommended hotels. The Finnair City bus, which operates between the city centre and the airport in every 20 minutes can be found outside the arrival terminal. Bus fare to the city centre costs 5.90 €. Finnair bus accepts most of the major credit cards. For timetables of the Finnair city bus, please visit:

http://www.finnair.com/finnaircom/wps/wcm/resources/file/eb145e076435a30/FINCB_0308_AIKATAULU.pdf

A taxi from the airport to the city centre will take ca.30 minutes and costs approximately 35€.

COMPUTER ACCESS

Participants are asked to bring along their own laptops should they need to access a computer during the meeting. At the meeting venue there will be wireless internet access available without any extra cost. Most of the hotels have an internet access available upon request but this should be confirmed from the hotel at the time of the booking.

SOCIAL PROGRAMME

Buffet dinner hosted by the Academy of Finland will be served for all participants at the Marina Congress center at the end of the first meeting day, September 30 at ca 17:00 - 19:00. If you do not wish to take part in the dinner, please inform the organisers either by mentioning this in your registration form or by email at bologna@minedu.fi.

LIABILITY

The organisers shall not be held liable for personal accidents or losses/damage to personal property of the participants during the meeting. Participants are advised to make their own arrangements with respect to travel and personal insurances.

WEATHER AND CLIMATE IN FINLAND

In the autumn the mean temperature in Finland may remain below 15°C. Autumn usually begins around the last week of September in southern Finland. For information on local weather in Helsinki, please visit www.fmi.fi/weather/local.html

DRINKING WATER AND ELECTRICITY

Tap water in Finland is of the highest quality and can be consumed and used safely.

The voltage in Finland is 220V (230V), 50 Hz. Plugs are of the two-pin continental European standard.

CURRENCY

The Finnish currency is the euro, divided into 100 cents. For exchange rates, please visit www.bof.fi. Major credit cards are accepted in most hotels, restaurants and department stores.

ADDITIONAL INFORMATION AND MEETING MATERIAL

please visit the meeting webpages

<http://www.minedu.fi/OPM/Tapahtumakalenteri/2008/09/bologna.html?lang=en>

CONTACTS

All email addresses are of the form firstname.lastname@minedu.fi.

For information concerning practical matters:

Ms Sirpa Aalto

Tel: + 358 (0)9 160 77 387

For information concerning the seminar programme:

Ms Mirka Gustafsson (until the end of July)

Tel: + 358 (0)9 160 76 960

Dr. Erja Heikkinen (from mid-August on)

Tel: + 358 (0)9 160 77 029

You may also contact us via bologna@minedu.fi.