



Guidelines for Incoming Erasmus students in the **Spring semester 2024**

Updated 10 October 2023

PRIMARY CONTACT FOR EXCHANGE STUDENTS:

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ACADEMIC CALENDAR Spring 2024

Bachelor level calendar and courses:

SPRING Orientation sessions (bachelor) mandatory	19/01/24 (on-campus)
Module 4 (classes + exams)	22/01/24-01/03/24
Module 5 (classes + exams)	04/03/24-12/04/24
Module 6 (classes + exams)	15/04/24-24/05/24
Closing bachelor level exchange semester – departure week	27/05/24-31/05/24

For Bachelor level subjects, please read attached in your email (and published on the website) yearly Course Plan Law and Diplomacy, Course Plan Law and Business.

Masters level calendar and courses:

Semester 2 On Masters level each course (3 ECTS) is taught in the following format: January study period: 2 courses possible to take, each course 3 ECTS. Exchange students wanting to take January Masters courses must arrive by 3rd January in Riga, and orientation session on ZOOM will be organized in December (date tba) February study period: 2 courses possible to take, each course 3 ECTS March study period: 2 courses possible to take, each course 3 ECTS	half of subject class sessions in-person on-campus , the other half – online , schedule includes evenings and one Saturday per month 04/01/24-31/01/24 (includes exams) 05/02/24-29/02/24 (includes exams) 04/03/24-31/03/24 (includes exams)
Closing Masters level exchange semester – departure week (unless exchange students continue on bachelor level studies)	01/04/24-05/04/24

ERASMUS student ONLINE APPLICATION / REGISTRATION:

After your university has submitted your official nomination, **please submit online application from till 1 November.**

from **1 October** till **1 November** application [online](#)

Attachments to online application:

- **mandatory** - copy of **passport or EU national ID card**,
- **mandatory** - **official style photograph** - passport size, this will be used for printing your student ID and library card at RGSL, and for student group lists, make sure to choose a high quality, official style picture,
- **mandatory** - **academic transcript in English** from your home university,

- language requirements: we **do not require Erasmus students** to submit any English language test, because we trust your university selection procedure. We **strongly advise** you to **strengthen your legal English language skills** – both written and oral – before the arrival.
- **Later separate submission** of **Online Learning Agreement** - please read further sections down these guidelines.

ACCEPTANCE LETTER

Acceptance letter as e-mail message will be sent by 15 November 2023 latest.

VISA / IMMIGRATION

If you are not a citizen or resident of EU/EEA country and will need Latvian visa to enter the country, please contact **by 25th October** RGSL ERASMUS coordinator ulla@rgsl.edu.lv to consult individually on further documentation and steps for processing immigration !!!

Students who need to apply for Latvian entry visa, must obtain a **signed Learning Agreement** beforehand, and have to book accommodation to obtain residence address in Riga.

ORIENTATION DAYS

- ❖ Orientation sessions are planned on **19th January 2023** for Erasmus students who **plan to take Bachelor level courses at RGSL, or a mix of Masters and Bachelor**. The format: in-class on-campus.
- ❖ **If you plan to take only Masters level courses** that start in January, individual or small-group orientation session will be organized on ZOOM in December (*date tba*). If you plan to take only February Masters courses, orientation session will be organized at the end of January (*date tba*).

*!! Student should bring his/her **laptop / tablet/ ipad** to the orientation session in order to login and set up IT Access to study portal and e-systems used at RGSL. Smart phone is not sufficient.*

The study process is **highly intensive** from the very beginning of study period/module.

Orientation days are aimed at introducing incoming students with the study process, academic requirements and administrative procedures, and to settle practical matters.

During the orientation sessions students will be able to make any necessary final choices of courses and finalize learning agreements, receive intro training to library resources. During the first days your Buddies will also provide assistance, if needed, in obtaining Riga city public transportation e-card for student discount.

ONLINE LEARNING AGREEMENT

RGSL recommends to wait with preparation of OLA until 1 December, in case course offer and planned module changes. Erasmus coordinator will send updated course lists in early December. Then incoming students can prepare and submit LA via Online Learning Agreement [Home | OLA \(learning-agreement.eu\)](#) RGSL will only sign LA electronically, not on paper (exception for students requiring immigration visa).

Name: Rīgas Juridiskā augstskola (Riga Graduate School of Law),

Erasmus code LV RIGA34,

Contact / responsible person Ulla Zumente-Steele, Erasmus coordinator

Email ulla@rgsl.edu.lv

Before the arrival RGSL will ask all incoming students to inform about their study module 4 (6-week study period) **course choices via special pre-arrival online questionnaire**.

CHOOSING SUBJECTS and COURSE OUTLINES

Bachelor level subjects are scheduled in 2 programme tracks for a full-degree students - Law & Diplomacy (LD) and Law & Business (LB).

Most subjects are available also to Erasmus students but **to avoid class schedule overlaps** with other subjects, we **strongly recommend** you to:

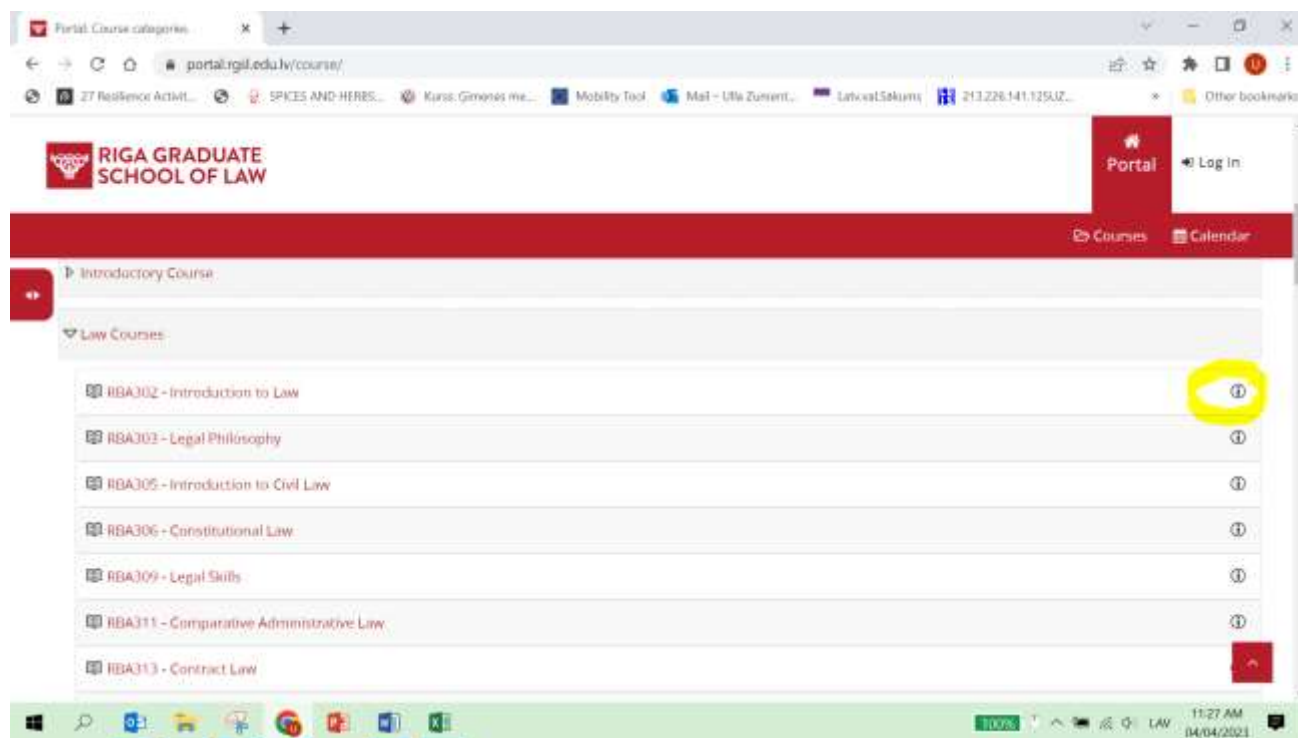
- 1) Note that **specific daily schedules** of classes become available only 2 weeks prior to course start date (this is due to adjustments made for availability of visiting professors on each course);
- 2) during each 6-week module stay within **one study programme** (LB or LD) **and one study year** (Year 2 or Year 3);
- 3) look separately within the **dates of each module** (6-week period), for example, IV Module on 22/01 – 01/03;
- 4) you can safely take **both courses** from the so called “Mandatory” category of that particular programme, year and module (for example, Law and Diplomacy Year 2 subjects RBB402 Int.Diplomatic Law + RBB403 Diplomatic Protocol);
- 5) and you can add **one subject** from the list of “B Restrictive Electives” courses – the **limitation is only one subject** per 6-week module (student groups have limited number of seats, and RGSL full degree students also can take only one subject during each 6-weeks from B Restrictive Electives category).

If you are interested in Year 1 courses, the limitation is that during that module you should choose only Year 1 subjects, as Y1 classes are not coordinated with any of the Y2, Y3 course schedules.

Again, the **exact class schedules** for each bachelor module (6-week study period) become available approximately 2 weeks before the study module begins. By 10th January we expect to know calendar for Bachelor module 4 (starting 22 January). Final exams take place at the end of each module.

Course outlines (=descriptions/syllabi) can be viewed, **without login**, on the study portal [here](#) (for Bachelor) or [here](#) (for Masters) ----- Click on the **"i" icon** by each specific course to access an outline in pdf file.

If you do not find a course outline, it is in the process of being developed (new course), or updated, reviewed and will become available before module begins.



GRADING SYSTEM IN LATVIA; COMPARISON WITH ECTS GRADE

Latvian grade	Meaning	ECTS grade
10	with distinction	A
9	excellent	A
8	very good	B
7	good	C
6	almost good	D
5	satisfactory	E
4	almost satisfactory (<i>the minimum passing grade</i>)	E/FX
3-1	unsatisfactory	FAIL

ACCOMMODATION

All students have to **find their own accommodation**, as RGSL does not have its own student housing. From the feedback of previous exchange and full-degree international students we have learned that the most preferred option is to „team-up” with other international students mainly via Facebook to

rent an apartment in the city. Feel free to ask RGSL Erasmus coordinator about the location and proximity of your chosen housing address.

Useful contacts for searching accommodation – based on student feedback:

- **Highly praised by RGSL Erasmus students - Theatre Residence** on Terbatas street 34, Rent EUR ~290~390 depending on the room - ALL INCLUDED (water, electricity, heating, internet, TV, cleaning of the common areas) - no agency fees. For more information and bookings contact e-mail: zanete.merliva@gmail.com; Tel.: +371 29116762 <https://www.studentroomsriga.lv/>
- **Valdemara Residence** <https://www.facebook.com/valdemararesidence/> - they offer shared student rooms for affordable prices, great central location, 10-minute walking distance from RGSL, exchange students have given rather positive feedback.
- **Appeltofft-Invest** www.stabu16.lv RGSL students have reported renting individual rooms for ~EUR 300+ with all utilities included and have given positive feedback. Contact person **Liene Jaudzema**, e-mail appeltofftinvest@gmail.com
- **Apartments on Brivibas street 57 (City center)**. Contact person: Dace Gerasimova +371 25551441 (also Whatsapp). You have to join FB group: <https://www.facebook.com/groups/821414014625602/>
- **“Duck Republik”** student hotel <https://duckrepublik.eu/offer/special-offer/> this is **much farther** away from the city center part where RGSL is located, you will need to take public transportation for about 25 minutes (switch 2 trolley buses), but in the past semesters international students reported good conditions and good satisfaction with the place. They opened a few years ago, they offer single and shared rooms. Feedback from students has always been quite good, but the strongest disadvantage is the distance from RGSL and the neighbourhood area where it is located.

WARNING – in the past year we had received at least 2 complaints from Erasmus students about service of IHGEstate.com rentals (they are not on our list since the end of 2021), as students had not received deposits back, and lacked other information. Note, that RGSL has not investigated this, as we do not have relations with any of these providers.

When new suggestions for housing are received, Erasmus coordinator will send it to incoming students as an update info.

Housing COSTS in the Old Town Riga will be generally higher than in the rest of central Riga. Shared flats and student rooms outside the Old Town are estimated on average EUR 300-400 per month for a private room (including heating costs, and the internet). **Always, always check whether the utilities - water, electricity and especially heating in the winter season** are included in the price or separate, and how much the cost is in the winter. In some buildings central heating can increase the cost by more than 40-60% in winter months. Flats further away from the centre will have lower prices but then you have to factor in time for commuting.

Living costs: the cost for food and daily supplies are estimated at a minimum ~ EUR 300 per month. For travel, cultural events, entertainment you will need additional finances.

Public transportation (bus, tram and trolley-bus): upon arrival in Riga, students will be able to apply for student transportation e-card and buy monthly pass with student discount (EUR 15,00 per month unlimited rides on city buses, trams and trolley-buses). **Taxi Bolt** is available as well.

IMPORTANT - MEDICAL INSURANCE

Incoming exchange students **must have** the European Health Insurance Card and/or private health insurance to cover emergency medical expenses during study period in Latvia. Additional travel and accident insurance with broader coverage is **strongly recommended**. If you need to visit a doctor in Riga, the cost will be around EUR 30-40 per visit. In addition, any tests (blood test, for example) is at additional cost. Same with dentistry services. In general, there are no student discounts for medical services in Latvia, and no student clinics or student hospitals.

STUDENT BUDDY NETWORK AND SOCIAL ACTIVITIES

Your name and e-mail address will be shared with RGSL student representatives, in order for their coordinator of international and exchange students be able to offer you a “**Buddy network support**”, social and practical assistance. You will be contacted by the student representatives with an invitation to join social media groups for RGSL exchange students. This group can also be used as a channel to search for available housing and „team-up” as room-mates. RGSL Student Association organizes regular cultural, tourist and social events, and engages incoming students in the student social life.

OTHER USEFUL INFO SOURCES:

- **Erasmus Student Network** in Riga: [ESN Riga](#) | [Facebook](#) (great opportunity to follow events, including for student trips in Latvia and abroad, to meet other exchange students in Riga)
- Study in Latvia - <http://www.studyinlatvia.lv/>
- ISIC card <http://isic.lv/en>

We look forward to welcoming you at RGSL! Stay in touch and let us know of any questions that arise!