



**RIGA  
GRADUATE  
SCHOOL OF  
LAW**



**Erasmus+**

## **Guidelines for Incoming Exchange Students 2017/2018**

*(Updated on 4 May 2017)*

### **PRIMARY CONTACT FOR EXCHANGE STUDENTS**

RGSL ERASMUS Institutional coordinator  
Ulla Zumente-Steele, e-mail: [ulla@rgsl.edu.lv](mailto:ulla@rgsl.edu.lv)  
Facebook: Ulla Zumente-Steele

### **STUDENT NOMINATION AND REGISTRATION**

We are pleased that you have chosen Riga Graduate School of Law for your studies abroad. If you have been **officially nominated** by your university for exchange studies at RGSL you can proceed with **registration online**.

The deadline is **1 June 2017**. Late applications will not be considered.

The link to the system: <https://apply.rgsl.edu.lv/courses/course/25-exchange-exchange-programmes>.

The following **documentation** must be attached to the online application form:

- academic transcript in English,
- copy of passport,
- photograph - passport size, this will be used for student ID and library card at RGSL,
- confirmation of English language proficiency (from the home university), the minimum B2 level.
- (Optional) Preliminary Learning Agreement: RGSL does not require signed LA before the arrival due to final course selection made after orientation and introduction days in Riga but if the sending university requests it, preliminary draft LA can be approved. Exception: students who will need to apply for Latvian entry visa, must obtain a signed LA beforehand.

### **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 **15 May 2017** RGSL ERASMUS coordinator to consult individually on further documentation and steps for processing immigration.  
E-mail: [ulla@rgsl.edu.lv](mailto:ulla@rgsl.edu.lv)

## ACADEMIC CALENDAR 2017/2018

**Orientation days** for Erasmus students are mandatory.

Bachelor (undergraduate) students: **24-26 August 2017**

Masters students: **8-9 September 2017**

**Academic classes** begin / end:

Bachelor courses: **28 August 2017** - 20 January 2018 (1st semester)  
28 August 2017 - 26 May 2018 (full year).

Masters courses: **11 September 2017** - 3 February 2018 (1st semester)  
11 September 2017 - 9 June 2018 (full year).

The study process at RGSL is **highly intensive** from the very beginning of the academic year, and class attendance is required 70% for Bachelor and 50% for Masters students. Orientation days are aimed at introducing incoming students with the study systems, academic and administrative procedures, and to settle practical matters.

**During the orientation days incoming students will:**

- receive essential information concerning studies and latest updated course catalogues,
- finalize their learning agreements, register individually for the courses at the study department,
- be introduced to the study process and IT systems, receive RGSL student ID / library card,
- be able to participate in cultural and social activities,
- settle practical issues such as getting your Riga public transportation e-card, signing mobility arrival certificates etc.

### **STUDY PROGRAMMES AT RGSL OPEN TO EXCHANGE STUDENTS' PARTICIPATION**

**Bachelor/Undergraduate** interdisciplinary programmes: LL.B in **Law & Business and Law & Diplomacy**. Bachelor classes generally take place between **9.00 and 17.00**. Some language courses may be scheduled in the evenings. Exchange students on Bachelor level can take courses up to 30 ECTS per semester.

**LL.M. (Masters) programmes: International and European Law** (with specialization in Public International Law & Human Rights, EU Law & Policy or Transborder Commercial Law).

Lectures on Masters courses are scheduled in the evenings from **17.00 till 21.00** on workdays and on **Saturdays** during the day. Exchange students on Masters level can take courses up to **24 ECTS** per semester (each subject is 3 ECTS). This limitation is imposed by course schedules. If you need to obtain more than 24 ECTS in one

semester, you will need to enrol in Bachelor level courses in addition to Masters. **In this case you also must pay attention to different semester starting dates and participate in orientation days for Bachelor exchange students.**

All courses at RGSL are taught in English (except for languages) and almost all are available to exchange students (yearly course plans will mark if limitations apply). Please note that thesis writing, institutional visits abroad, and research papers as separate courses with ECTS are not available to exchange students. RGSL does not provide internship placements.

**Updated yearly course plans for 2017/2018 will be sent by e-mail to each nominated student.**

### **STUDENT ACTIVITIES**

The RGSL students have set up a Buddy system to help incoming exchange students, and you will be contacted very soon by the student representatives with an invitation to join **Facebook group for RGSL international students 2017/2018**. This group will also be used as a channel to search for available housing (see below Accommodation) and „team-up” as room-mates. RGSL Student Association organizes cultural, tourist and social events, and engages incoming students in the student sports and social life.

### **ACCOMMODATION**

All students have to find their own accommodation. 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.**

**Useful Facebook groups for searching accommodation:**

- Erasmus Riga 2017/2018 - very much used by most incoming students of all universities in Riga. In this Group you can contact **Francesco Cimini** who has helped several RGSL exchange students with smooth arrival and accommodation in the city centre in buildings where many other international students are residing.
- Other contact on FB suggested by former students: **Inese Svilans**.
- Flatshare Riga <https://www.facebook.com/latviarealtyrent/>
- Riga Student Apartment Market:  
<https://www.facebook.com/groups/216085778535871>

**Guest Houses / Student Hotels:**

- A few international students last year and this year have been rather satisfied to stay at the **Jakob Lenz Guest house (\*\*)** – either for the first few weeks or

for the full semester. Long-term rent has special prices depending on shared rooms (usually between EUR 220-260 per month). While the conditions there may be simple and modest, the price and location are its greatest assets. The Guest house is located 5-minute walking distance away from RGSL and 12-minute walk from the Old Town Riga. Address: Lenču iela 2, Riga. E-mail [pasts@guesthouseienz.lv](mailto:pasts@guesthouseienz.lv). You can find it on Booking.com or website [www.guesthouseienz.lv](http://www.guesthouseienz.lv) but write to the administration if you want to receive RGSL student offer.

- The following 2 places are much further away, but there is public transportation, and you will be able to buy monthly pass with student discount (EUR 16 per month):

**"Student Hotel"**, Lauvas iela 2, Rīga. One student who stayed there and has given us feedback, was very satisfied, she shared the room with someone else. <http://www.studenthotel.lv/en/>

**"Hotel Janne"** <http://hoteljanne.lv/en/for-students-long-term-living/> across the river Daugava in the *Āgenskalns* area. Two Erasmus students from Germany lived there, they shared a room, and they were satisfied.

**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 250-350 per month for a private room (including heating costs, and the internet). Always check whether the utilities (water, electricity and especially heating in the winter season) are included or separate, and how much the cost is in the winter. In some buildings central heating can increase the cost by more than 30% in winter months. Flats further away from the centre will have lower prices but then you have to factor in time for commuting. In Riga people generally would consider distance as "close", if you can walk in less than 20 minutes to your destination.

**Living costs:** the cost for food and daily supplies are estimated at a minimum EUR 250 per month. For travel, cultural events, entertainment you will need additional finances.

### **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 highly recommended. If you need to visit a doctor in Riga, the cost will be around EUR 25-35 per visit. In addition, any tests (blood test, for example) is at additional cost.

### **OTHER USEFUL INFO SOURCES:**

- A page to like: <https://www.facebook.com/ESN.Riga> (to follow Erasmus Student Network events, including student trips abroad)
- Study in Latvia - <http://www.studyinlatvia.lv/>
- Riga Student Market. Another market, this time not for apartments, but some students use it to buy furniture, books, printers etc. from other students: <https://www.facebook.com/groups/studentmarket.rigastudents/>
- ISIC card <http://isic.lv/en>
- To find events, concerts, festivals:
  - <https://www.bilesuparadize.lv/en/>
  - <http://www.bilesuserviss.lv/eng/firstpage>

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