

Guidelines for Incoming exchange students in the **SPRING** semester 2023

Updated 09 October 2022

We look forward to welcome you in Riga! Teaching in 2022/23 is expected in the in-person in-class format, with few online sessions if international faculty member cannot travel to Riga. In case the governmental decisions and public health measures in Latvia will change, and new restrictions will be in place that will affect study process, you will be notified in email.

PRIMARY CONTACT FOR EXCHANGE STUDENTS:

RGSL ERASMUS Institutional coordinator Ulla Zumente-Steele,
e-mail: erasmus.mobility@rgsl.edu.lv Tel.+371 29142588

ONLINE REGISTRATION:

Registration is open only for students planning to study in the SPRING semester 2023 and only if you have been officially nominated by your university to RGSL. You can proceed with your

application online available from 1 October, the deadline is **1 November**.

After filling your basic information in the form, the following must be attached to the application form:

- **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 good quality, official style picture,
- **mandatory** - academic **transcript** in English from your home university,
- NOTE on language requirements: although 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.
- About **online learning agreement** please read further sections down these guidelines.

ACCEPTANCE LETTER

Acceptance letter as e-mail message will be sent by 15 November 2022.

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 1 November RGSL ERASMUS coordinator erasmus.mobility@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 address in Riga.**

Incoming exchange students are kindly asked to follow the [Latvian government updates](#) related to Covid-19 pandemic concerning essential travel precautionary requirements.

ACADEMIC CALENDAR SPRING 2023

Bachelor courses:	Orientation sessions mandatory	13/01/23 (on-campus)
	Module 4 (classes + final exams)	16/01/23-24/02/23
	Module 5 (classes + final exams)	27/02/23-06/04/23
	Module 6 (classes + final exams)	11/04/23-26/05/23

Exchange students finish spring semester **bachelor** studies **by 31/05** (this includes 3 extra days after finish of Module 6 to complete pre-departure). Please note that supervised writing of research papers and thesis is **not available** at RGSL for Erasmus students.

Masters courses:	Orientation sessions mandatory	06/02/23 (on-campus)
	Module IV (classes + exams)	06/02/2023 – 08/04/23
	Module V (classes + exams)	10/04/2023 – 30/06/23

ORIENTATION DAYS

- ❖ Orientation days are planned on **13 January** (Friday) **for Erasmus students who plan to take Bachelor level courses at RGSL**. The format: in-class on-campus (if permitted).
- ❖ **If you plan to take only Masters level courses** that start on 6 February, brief individual or small-group orientation session will take place on **6 February on-campus**.

!! 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 day** is 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 legal databases and other 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.

COURSES and COURSE OUTLINES

Updated **Bachelor (Law & Diplomacy and Law & Business) and Masters Spring 2023 semester** course lists [on the website](#) starting from 10 October.

Important comments on the selection of courses:

- You can take Masters level classes, if you are at least a 3rd year student at your home university. Class times will not clash with Bachelor studies: Bachelors classes are 9.00am-5.00 pm, Masters in the evenings – 5.00pm-9.00pm and on Saturdays 9.00am-1.00pm).
- **When choosing Bachelor courses**, you need to:

- 1) stay during each 6-week module with **one study programme only** - either Law& Business, or Law& Diplomacy, AND
 - 2) look within the **dates of one module** (6-week period), for example, Module 4 on 16/01 – 24/02, and
 - 3) to avoid class overlaps choose **one study year within that particular 6-week module** (Y1 or Y2, Y3), as attendance is mandatory,
 - 4) strict limitation is **only one** subject per module from the list of “B Restrictive Elective” courses because B course student groups have limited number of seats, (RGSL full degree students also can take only one subject during each 6-weeks from this category)
- If you are interested in Year 1 courses, the limitation is that during that module you should choose ONLY Year 1 subjects, and take into consideration that no access given to B part elective courses. Year 1 classes are not coordinated with Y2, Y3 elective B part course schedules.

The **exact class schedules** for each module (6-week study period) become available approximately 3 weeks before the study module begins. By mid-December we expect to know calendar for Bachelor module 4 (starting 16 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.

LEARNING AGREEMENT

Due to final course selections made upon the arrival (as class schedules are known shortly before the study module-study period begins), RGSL generally does not require Incoming students to submit signed LA before the arrival.

If your home university requires it, preliminary draft LA can be approved **AFTER 1 December**. It can be Online Learning Agreement [Home | OLA \(learning-agreement.eu\)](#) or your University LA digital system. RGSL will only sign LA digitally, 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 erasmus.mobility@rgsl.edu.lv

By the beginning of January RGSL will ask all incoming students to inform about their study module (6-week study period) **course choices via special online questionnaire**.

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:

- **Appeltofft-Invest** www.stabu16.lv RGSL students have reported renting individual rooms for ~EUR 250-300 with all utilities included and have given positive feedback. Contact person **Liene Jaudzema**, e-mail appeltofftinvest@gmail.com
- **Theatre Residence** on Terbatas street 34, Rent EUR 270-390 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.
- **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/>
- **Check Facebook Group “Bruninieku Community”** (administered by Francesco Cimini) – they rent shared-flats for international students and organize social events to help integrate. Location is approx.30-40 minute walking distance from RGSL.
- **Suggested** by spring 2022 exchange students **FB page of agency** where students can find more information and apartments <https://m.facebook.com/743596722437207/>
- **“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 20 minutes (switch 2 trolley buses), but Autumn 2022 semester international students report 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. The price, however, is slightly lower than in the city center.
- *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 16,00 per month unlimited rides, or EUR 5,40 for 20 rides). **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.

STUDENT BUDDY NETWORK AND SOCIAL ACTIVITIES

Your name and e-mail address will be shared with RGSL Student Association's Board, 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](#) (to follow events, including student trips in Latvia and abroad)
- 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!