

# Guidance Plan

| Guidance personnel   | Matter  | Next level of guidance (if needed)   |
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| <p><b>Education Designers</b></p> <p>Contact information:<br/> <a href="http://www.oulu.fi/edu/student_counselling">http://www.oulu.fi/edu/student_counselling</a></p> | <ul style="list-style-type: none"> <li>- Orientation to studies (lectures etc.)</li> <li>- Planning of studies</li> <li>- Study practices and techniques</li> <li>- Study motivation</li> <li>- Student well-being, managing studies, personal challenges</li> <br/> <li>- Contents of studies/degrees</li> <li>- Graduation</li> <li>- Personalized study plans (tutor teachers have the main responsibility)</li> <br/> <li>- Recognition of prior learning (RPL)</li> <li>- PSP's deviating from the standard curriculum</li> <br/> <li>- Career guidance</li> </ul> | <ul style="list-style-type: none"> <li>- Orientation to studies (lectures etc.)</li> <br/> <li>- Study psychologist</li> <li>- Study psychologist, FSHS</li> <br/> <li>- Tutor teachers, teaching personnel</li> <li>- Secretaries, tutor teachers</li> <li>- Tutor teachers</li> <br/> <li>- Persons responsible for RPL, lead specialist, dean of education</li> </ul> |
| <p><b>Teacher tutors</b></p> <p>Names and groups:<br/> <a href="http://www.oulu.fi/edu/teacher_tutors">http://www.oulu.fi/edu/teacher_tutors</a></p>                   | <ul style="list-style-type: none"> <li>- Orientation to studies</li> <li>- Planning of studies</li> <li>- PSP (guidance and discussions)</li> <li>- Study practices</li> <br/> <li>- Integration to the university community</li> <li>- Monitoring the progress of studies</li> </ul>   | <ul style="list-style-type: none"> <li>- Education designer</li> <li>- Education designer</li> <li>- Education designer</li> <li>- Secretary and education designer</li> <br/> <li>- Student tutor</li> <li>- Education designer</li> </ul>  |

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| <p><b>Student affairs secretaries</b></p> <p>Contact information:<br/> <a href="http://www.oulu.fi/edu/studies_general">http://www.oulu.fi/edu/studies_general</a></p>     | <ul style="list-style-type: none"> <li>- Study practices</li> <li>- Matters related to completion marks</li> <li>- Thesis submission, maturity tests</li> <li>- Study rights</li> <li>- Graduation (degree applications, diplomas etc.)</li> <li>- Exams</li> </ul> | <ul style="list-style-type: none"> <li>- Education designer, tutor teachers, lead specialist, dean of education</li> </ul>   |
| <p><b>Lead specialist</b></p> <p>Helena Seppälä</p>  | <ul style="list-style-type: none"> <li>- Matters related to study rights</li> <li>- Degree requirements and qualification matters</li> <li>- Appeals</li> <li>- Graduation</li> </ul>   |  |
| <p><b>Tutor students</b></p> <p>Names:<br/> <a href="http://www.oulu.fi/edu/small_group_counselling">http://www.oulu.fi/edu/small_group_counselling</a></p>                | <ul style="list-style-type: none"> <li>- Orientation to studies</li> <li>- Planning of studies</li> <li>- Study practices</li> <br/> <li>- Contents of courses/degrees</li> </ul>   | <ul style="list-style-type: none"> <li>- Education designer, tutor teachers</li> <li>- Education designer, tutor teachers</li> <li>- Education designer, tutor teachers, secretaries</li> <br/> <li>- Education designer, professors, university teachers and lecturers</li> </ul> |
| <p><b>Professors, University Teachers and Lecturers:</b><br/> <a href="http://www.oulu.fi/edu/contact%20information">http://www.oulu.fi/edu/contact%20information</a></p>  | <ul style="list-style-type: none"> <li>- Theses</li> <li>- Content of studies</li> </ul>  |  |
| <p><b>Practice Contact Persons</b></p> <p>Emilia Manninen and Sari Harmoinen (teacher education)<br/> Jouni Peltonen (Educational sciences)<br/> TBA (Music education)</p> | <ul style="list-style-type: none"> <li>- Questions and information regarding practices</li> </ul>   | <p>Further advice on grants and practical matters regarding practices:</p> <ul style="list-style-type: none"> <li>- Tari Rantasuo (tari.rantasuo@oulu.fi), practices in Finland</li> <li>-Jani Haapakoski (study.education@oulu.fi), practices abroad</li> </ul>                   |

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| Marko Kielinen (Special education)<br>Satu Karjalainen (Early childhood education)<br><a href="http://www.oulu.fi/edu/practices">http://www.oulu.fi/edu/practices</a> |  |  |
| <b>Exchanges studies, internships abroad</b><br>Jani Haapakoski   | - Exchange studies guidance, grants<br>- Internships abroad and grants |  |