# Guidance Plan

<table>
<thead>
<tr>
<th>Guidance personnel</th>
<th>Matter</th>
<th>Next level of guidance (if needed)</th>
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</thead>
<tbody>
<tr>
<td><strong>Education Designers</strong></td>
<td>- Orientation to studies (lectures etc.)</td>
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<td></td>
<td>- Planning of studies</td>
<td>- Study psychologist</td>
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<td></td>
<td>- Study practices and techniques</td>
<td>- Study psychologist, FSHS</td>
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<td>- Study motivation</td>
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<td></td>
<td>- Student well-being, managing studies, personal challenges</td>
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<td></td>
<td>- Contents of studies/degrees</td>
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<td></td>
<td>- Graduation</td>
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<td></td>
<td>- Personalized study plans (tutor teachers have the main responsibility)</td>
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<td>- Recognition of prior learning (RPL)</td>
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<td>- PSP’s deviating from the standard curriculum</td>
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<td>- Career guidance</td>
<td>- Persons responsible for RPL, lead specialist, dean of education</td>
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<tr>
<td><strong>Teacher tutors</strong></td>
<td>- Orientation to studies</td>
<td>- Education designer</td>
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<td></td>
<td>- Planning of studies</td>
<td>- Education designer</td>
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<td></td>
<td>- PSP (guidance and discussions)</td>
<td>- Education designer</td>
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<td>- Study practices</td>
<td>- Secretary and education designer</td>
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<td>- Integration to the university community</td>
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<td>- Monitoring the progress of studies</td>
<td>- Student tutor</td>
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<td></td>
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<td>- Education designer</td>
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</tbody>
</table>
### Student affairs secretaries

Contact information:  
[http://www.oulu.fi/edu/studies_general](http://www.oulu.fi/edu/studies_general)

- Study practices  
- Matters related to completion marks  
- Thesis submission, maturity tests  
- Study rights  
- Graduation (degree applications, diplomas etc.)  
- Exams  

- Education designer, tutor teachers, lead specialist, dean of education

### Lead specialist

Helena Seppälä

- Matters related to study rights  
- Degree requirements and qualification matters  
- Appeals  
- Graduation

### Tutor students

Names:  
[http://www.oulu.fi/edu/small_group_counselling](http://www.oulu.fi/edu/small_group_counselling)

- Orientation to studies  
- Planning of studies  
- Study practices  
- Contents of courses/degrees

- Education designer, tutor teachers  
- Education designer, tutor teachers  
- Education designer, tutor teachers, secretaries  
- Education designer, professors, university teachers and lecturers

### Professors, University Teachers and Lecturers:

[http://www.oulu.fi/edu/contact%20information](http://www.oulu.fi/edu/contact%20information)

- Theses  
- Content of studies

### Practice Contact Persons

Emilia Manninen and Sari Harmoinen (teacher education)  
Jouni Peltonen (Educational sciences)  
TBA (Music education)

- Questions and information regarding practices

Further advice on grants and practical matters regarding practices:  
- Tari Rantasuo (tari.rantasuo@oulu.fi), practices in Finland  
- Jani Haapakoski (study.education@oulu.fi), practices abroad
| **Marko Kielenen (Special education)**  
| Satu Karjalainen (Early childhood education)  

http://www.oulu.fi/edu/practices

| **Exchanges studies, internships abroad**  
| Jani Haapakoski  

- Exchange studies guidance, grants  
- Internships abroad and grants