



## **Interdisciplinary Programme on Poverty and Social Exclusion (IPPSE)**

Welcome to Helsinki, we are looking forward to seeing you **in May 2013!**

This letter provides you with some practical information for your visit to Helsinki during the Intensive Programme.

### **What to bring with you?**

- Casual and Sport clothes
- Material for the cultural evening (music, clothes, food, flag, etc.)
- European Health Insurance Card
- Your personal medications, if any
- Camera
- Warm clothes for the evenings. The month of May can be chilly in Helsinki.

### **How to get to the hostel (Eurohostel, Linnankatu 9, 00160 Helsinki) from Vantaa Airport on arrival**

**Bus 615** takes you from the airport to Helsinki city centre in about 35 minutes. At the airport, the bus stops are situated in front of the terminals. Regional single ticket costs 4,50 €. A regional ticket entitles you to travel in Helsinki, Espoo, Kauniainen and Vantaa.

Single tickets can be conveniently purchased from ticket machines. On buses, trams and commuter trains drivers or conductors sell single tickets and one-day tickets. The expiry time is printed on the ticket.

**Taxi:** A journey by taxi from the airport to the centre of Helsinki takes about 30 minutes and costs around 45 euros. The taxi stands are located right outside the arrival areas of the terminals.

Bus 615 takes you to the main Railway station. From there you can take a tram number 4 to Eurohostel, the name of the stop is "Vyökäti".

For more detailed travel info, please, see: <http://www.reittiopas.fi/en/>

Hostel Address: Eurohostel, Linnankatu 9, 00160 Helsinki, Finland  
[eurohostel@eurohostel.fi](mailto:eurohostel@eurohostel.fi), Tel 09-622 04731, Fax 09-6220 4747

**Arrival** is on Sunday 19<sup>th</sup> May 2013. The check-in time is earliest at 14.00 hours.

The lecturers from Helsinki Metropolia University of Applied Sciences will be there to give you an introduction and necessary information for the course at 18.00 that evening. Also you will get to know the other participants of the course.

- The accommodation includes bed linen, towel and morning sauna.
- You will share a twin room (14 m<sup>2</sup>) with someone.
- All floors have separate showers and washroom facilities for men and women.
- A Buffet breakfast is served in Restaurant 7 am – 10.30 am on weekdays and 8 am – 11 am at weekends ( breakfast is included in the costs).
- There is a self-service kitchen on all accommodation floors. The kitchen is equipped with dishes, cutlery, hot plates, fridge, microwave oven and television. Pots and pans as well as dishes and cutlery are available in the kitchen. With a 10 € deposit, clients can have a key for the private locker in the fridge.
- A wireless Internet connection is available at the separate cost ( please, check with the reception).
- Check-out time is at 12.00

**Departure** from Helsinki is on Friday 31<sup>st</sup> May in the morning.

### **Documents for reimbursement of travel costs**

For reimbursement of the travel costs, you need to keep all the original proofs of the invoices and the boarding passes of your flights, train and bus tickets.

All participants will get a 'form of reimbursement'. You / your institution has to send this with the tickets and boarding passes to the administrative coordinator (see address below) **before 28<sup>th</sup> June 2013** for the reimbursement purposes. For more information about refunding, you can contact the administrative coordinator of the course or your local institutional contact person.

If you have any questions, please do not hesitate to contact us:

Eija Raatikainen, academic coordinator, [eija.raatikainen@metropolia.fi](mailto:eija.raatikainen@metropolia.fi)

Aija Ahokas, administrative coordinator, [aija.ahokas@metropolia.fi](mailto:aija.ahokas@metropolia.fi)

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**Lifelong Learning Programme**

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