

 **METKA**



**GUIDEBOOK FOR  
A NEW STUDENT  
AUTUMN 2024**



## For a New Student

Congratulations on your place of study and welcome to Metropolia! In Metropolia, your Student Union is METKA.

The Student Union is a statutory community operating at University of Applied Sciences that takes care of the student's rights, monitors the student's interests and works for the benefit of students. METKA also organizes events, coordinates tutoring and provides sports services in cooperation with Zone Sports.

METKA is involved in the daily life of a Metropolia student from the beginning to the end of their studies! You can always come and talk with us about every topic.



## METKA's board 2024



**Juuso Jaakkola**  
Chairperson



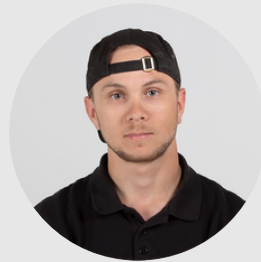
**Lilli Rissanen**  
Vice-chairperson, Advocacy,  
Anti-harassment  
contact person



**Henri Van De  
Coevering**  
International Affairs,  
U!REKA shift



**Anni Lipsanen**  
Advocacy, Anti-harassment  
contact person, Clubs



**Ville Kyllönen**  
Sports,  
Sports Tutoring



**Enni Lahti**  
Events,  
Business Cooperation



**Jonna Oskarsson**  
Events,  
Business Cooperation



**Maija Noronen**  
Advocacy,  
Member services



## METKA's board

The Board manages the daily activities of the student union together with the employees on all of Metropolia's campuses. Working in the board of the student union requires commitment and time comparable with a part-to-full time job and a remuneration is paid for it.

In addition to managing the day-to-day work and responsibilities of the sectors, the board carries out long-term student advocacy, works with the student union members, organisations and other stakeholders and is responsible for implementing the action plan for the year.

The Board consists of the Chairperson, the Vice Chairperson and the members of the board. The student union has several sectors and each board member has one or more sectors for which they are responsible. The members of the Board have specialists to support their work. Despite the responsibility sectors, much of the board's work is done together!



# METKA's Representative Council 2024



**Lauri Kanerva**

Chairperson of the Representative Council



**Juuli Ärttö**

Vice-chairperson of the Representative Council

According to the METKA Statutes, METKA's Representative Council has 15-25 members ("edaattori") and a maximum of 25 deputy members. There are currently 25 members and 10 deputy members in the Representative Council.

The Representative Council exercises METKA's highest decision-making power. It consists of students elected in the annual elections. All members of the student union are entitled to vote in the elections. Elections are coming up again at the turn of October and November, so remember to join the Student Union and vote!

The Representative Council has the decision-making power, but the board has the executing power. The duties of the Representative Council include electing the Board of METKA and deciding on METKA's political lines and the use of money.



## METKA's employees



**Sanni Lehtinen**  
Executive Director



**Hanna Lankia**  
Project Manager,  
Metropolia On The Move



**Emmi Nisumaa**  
Tutoring & Guidance  
Specialist



**Mari Purhonen**  
Advocacy &  
Communications  
Specialist



**Annimari Ollila**  
International Affairs and  
Community Specialist



**Mikael Uusitalo**  
Business Cooperation  
and membership  
specialist



**Mirva Mäkelä**  
Sports Planner,  
Zone Sports Services



**Linda Spring**  
Sports Planner,  
Zone Sports Services



**Mira Rouvinen**  
Specialist, Community &  
Working Life  
*(on parental leave from  
June 7th 2024)*



## METKA'S operations

**Events:** METKA organizes several events a year and finally we are able to organize events as usual after pandemic years! Our annual events include Freshers' Party, Wiikon Wappu, Annual Celebration, Kontula Appro and MetroSport. In addition, we hold smaller events, such as voting events, Pre Christmas Parties, workshops and much more!

Contact us: [tapahtumat@metkaweb.fi](mailto:tapahtumat@metkaweb.fi).

**Advocacy:** METKA's advocacy team helps if you feel you have been treated unfairly in your studies e.g. in terms of assessment and course content. You can ask the advocacy team how to proceed in any situation.

Contact us: [edunvalvonta@metkaweb.fi](mailto:edunvalvonta@metkaweb.fi).

**Harassment contact persons:** METKA has two harassment contact persons who help and support you if you have encountered harassment at METKA's events, for example. You can also report harassment contact persons if you have seen inappropriate behaviour in Metropolia. METKA also trains student associations' harassment contact persons, to whom you can turn to at student associations' events.

Contact us: [hairinta@metkaweb.fi](mailto:hairinta@metkaweb.fi).

**Clubs:** Clubs are as hobbies for students! The clubs operate independently, but you can apply for a grant from METKA for the activities. There are currently nine clubs in Metropolia. If a pleasing club is missing, you can start one yourself!

Contact us: [kerhot@metkaweb.fi](mailto:kerhot@metkaweb.fi).

**Tutoring:** New students are assisted in the beginning of their studies by tutors trained by METKA. METKA trains several hundred tutors each year and their task is to help and guide students in practical matters during the first semester.

Contact us: [tutor@metkaweb.fi](mailto:tutor@metkaweb.fi).



## METKA'S operations

METKAN  
speksi



**Speksi:** OMSTART! Speksi is an interactive improvisational theater that combines music and dance performances with audience involvement. New actors are wanted every year. You can also come and just watch the show! Contact us: [speksi@metkaweb.fi](mailto:speksi@metkaweb.fi).



**Sports services:** Zone Sports Services are joint sports services of Universities of Applied Sciences in the Helsinki Metropolitan Area. As a member of METKA, you get access to all of Zone's sports services at the same price: guided group exercise, gyms, ball games, facilities to be reserved for your own hobbies and Yogobe video training. Contact us: [info@zonesports.fi](mailto:info@zonesports.fi).



**Metka Cafe:** The cafés operate on the Myllypuro and Arabia campuses. Savoury and sweet snacks, drinks and a salad or soup lunch are available at student-friendly prices. The selection varies by campus. Contact us: [cafe@metkacafe.fi](mailto:cafe@metkacafe.fi).





## METKA's membership

Metropolia University of Applied Sciences is Finland's largest university of applied sciences, with about 17,000 students. In order for us to be present wherever the student voice needs to be heard, we need members. You can join for an academic year or a semester at a time. Membership fees are used to fund our operations.

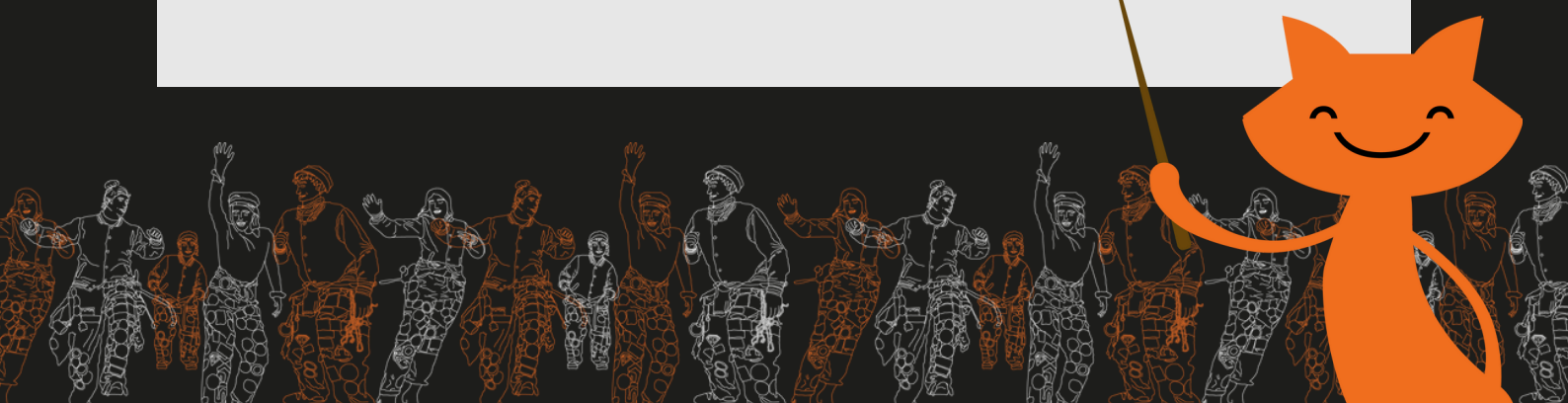
By becoming a member, you support the work done for the benefit of Metropolia's students and, of course, you also get various benefits!

As a member you will have access to the Zone Sports Services and cheaper tickets for events of METKA and other student unions of the capital region. In addition you get Slice student card. With it you get thousands of other benefits worth the money. METKA has just started working with Slice and the preparations for the card's launch are underway. Slice student card will be available for download to METKA members in early autumn. For more information on the launch of the card and a schedule of updates, please visit METKA's website.

Membership costs 39 euros per academic year and 25 euros per semester. You can conveniently join as a member in Kide.app. In matters related to membership fill a service request form or send an e-mail.



kide.app





# Autumn 2024

- MetroSport **18.9.2024**. Finland's largest student sports and wellbeing event will be held at the Olympic Stadium. At MetroSport you can try out a wide range of sports. The event is free of charge and there are no classes during the event.
- Freshers' Party **24.9.2024**. At Freshers' Party, you will be able to go around the functional checkpoints with your study group and tutors. The aim is to get to know your group and other freshers. The theme will be announced soon!
- Interested in tutoring already? Application period for both peer and exchange tutors is **18.9.-8.10**. Tutor training will take place later in November.
- Zone Sports Services' season starts in September. You will also be able to exercise on your own in the gyms according to campuses' opening hours!
- METKA's member sitz **10.10.2024**. This event is for members only. Come learn about sitz (academic table party) practices, sing and have fun!
- METKA's Speksi will premiere in the autumn. Combining interactive improvisational theatre, music and dance, *Kauhavan Katariina* is a tragicomic coming-of-age story about the whirlwind of hit music in the 70s. The play is made by students from start to finish. The performances are in Finnish.
- Representative Council Elections will take place in the autumn. The elections will begin with a election announcement in autumn and culminate in the announcement of the results in November. The Representative Council is the highest decision-making body of METKA and the election will elect 25 members and up to 25 alternates.
- The search for student representatives will open in early November. Student representatives are needed e.g. for degree advisory councils, where you can influence the content of your degree and network with representatives from working life.
- METKA's appro and PoroParty **4.12.2024**. Come and celebrate the approaching Christmas with bar crawl at student-friendly prices and the official afterparty of the event, PoroParty!



# Making a difference in Metropolia

A student in Metropolia has several ways to make a difference. If you are interested in student influencing, you can apply to METKA's Representative Council or METKA's Board. In the Representative Council and in the Board, you have the opportunity to influence the affairs of all Metropolia students. If, on the other hand, you are more interested in making a difference at a field of study or campus level, you can apply to join your own student association.

You can influence the content of your own degree as a student representative. METKA appoints several dozen student representatives to the degree advisory councils every year. There are also several other working groups at Metropolia, such as the Student Support Groups (OTY), where you can contribute to the overall well-being of students.

The student's voice is also needed in the governmental bodies. The Board of Examiners handles e.g. cases related to the correction of grades. The Legal Protection Committee deals with issues related to student selection and additional time for studies.

## Studying in Metropolia

You'll register to courses in eHOPS. The content, method of completion and assessment criteria for each course must be visible in advance in the course description. According to Metropolia's degree regulation, grades must be given four weeks after the end of the course.

Universities of applied sciences follow the European ECTS system of study measure, which means that one credit corresponds to a workload of about 27 hours. The method of completing the studies depends on the course. Some study courses can be completed by exam, some include mandatory laboratory work or e.g. group work.

Remember to give feedback on the courses!



## Other services for students

Keep these study-related actors in mind as well...

- Student and Admission Services
- Library and information services
- Helpdesk and IT services
- Student Advisor
- Vocational special education teachers
- International Coordinators
- SIMHE services for immigrants

... and these actors involved in health and well-being...

- Student Well-being Advisor
- Study psychologists
- Well-being Coach
- University chaplains
- FSHS

... and these campus services...

- Student restaurants and cafes
- Exercise facilities
- Training facilities, meeting rooms, quiet spaces etc.
- Reception services



# Student Associations

There are 15 student associations representing different fields and campuses in Metropolia. They take care of local advocacy and organize activities for students. You can order overalls from the student association and participate events. All the contact information: [metkaweb.fi/community/student-associations](https://metkaweb.fi/community/student-associations)

- **AOK ry** (Automaatio-opiskelijoiden kiltä, association for automation students)
- **Demoni ry** (Student association for students in culture fields)
- **ESN Metropolia** (Erasmus Student Network for international students)
- **Gooni ry** (Student association for land surveying students)
- **HTO ry** (Helsingin Tekniikan Opiskelijat, for all technology students)
- **KaMA ry** (Karamalmin aineopiskelijat, Karamalmi campus' own association)
- **Me BiEn ry** (For bio and chemical & energy and environmental engineers)
- **MYRO ry** (Myllypuron rakennusalan opiskelijat for construction students)
- **MysteRy** (Myllypuro's social and healthcare students' association)
- **Peritia Vestio ry** (For Metropolia's clothing students)
- **RAK ry** (Rakennusarkkitehtikilta, association for Construction Architecture students)
- **Talo ry** (Metropolia's Building Services' students)
- **Trombi ry** (Business students' own association)
- **TXO ry** (Students in Metropolia's nursing based fields)
- **UIO ry** (Uudenmaan Insinööriopiskelijat, Engineering students in Uusimaa region)



# Metropolia's overalls



**STUDY FIELDS:**  
Culture fields



**STUDY FIELDS:**  
ICT, Industrial Management



**STUDY FIELDS:**  
Social and Health fields



**STUDY FIELDS:**  
Optometry



**STUDY FIELDS:**  
Nursing based fields



**STUDY FIELDS:**  
Civil Engineering, Construction  
Site Management, Construction  
Architecture



**STUDY FIELDS:**  
Construction Site  
Management, HVAC



**STUDY FIELDS:**  
Building Services



**STUDY FIELDS:**  
Land Surveying



**STUDY FIELDS:**  
Engineering



**STUDY FIELDS:**  
Mechanical Engineering



**STUDY FIELDS:**  
Biotechnology and Chemical  
Engineering



**STUDY FIELDS:**  
Energy and Environmental  
Technology



**STUDY FIELDS:**  
Electrical and Automation  
engineering, Electronics



**STUDY FIELDS:**  
Laboratory Sciences



**STUDY FIELDS:**  
Business



# Metropolia's personnel structure

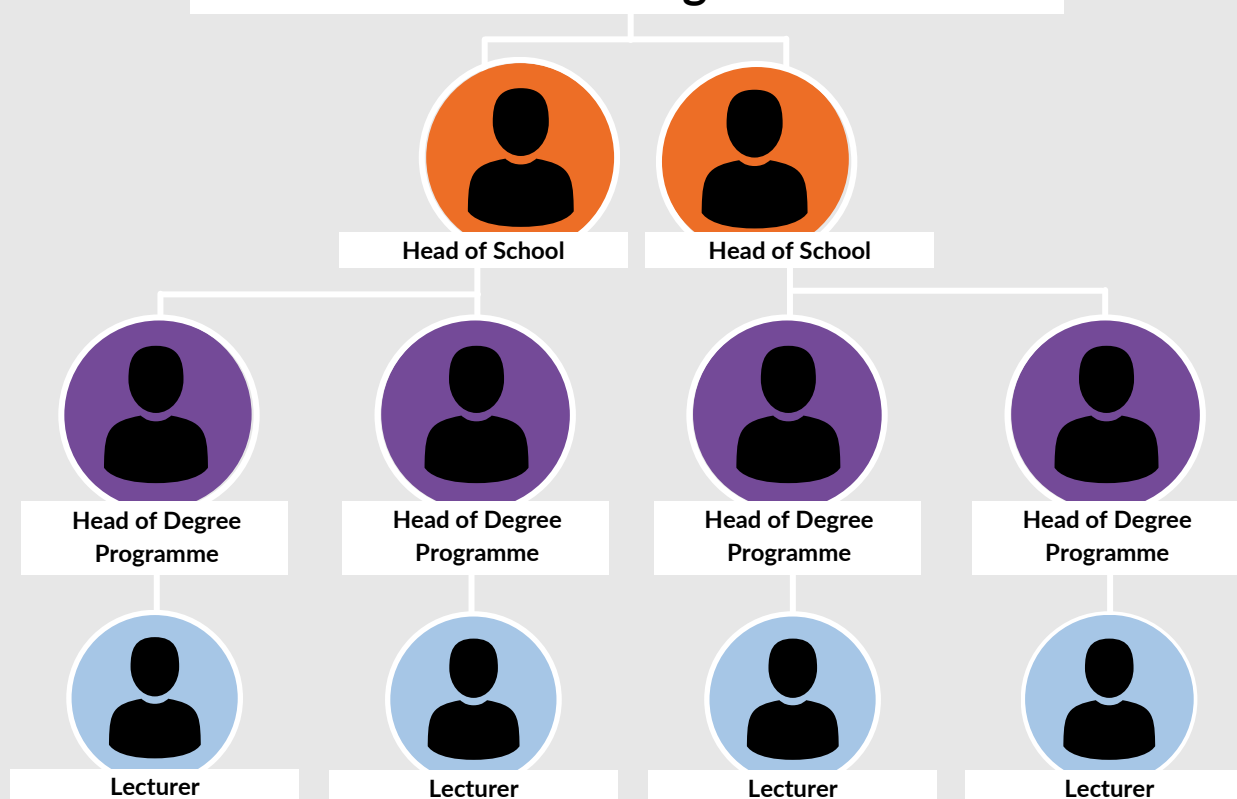
Usually, the structure is this. Sometimes it may be needed to contact a particular teacher's supervisor. The contact details of the supervisor can be found in OMA's People Finder. This person can be a head of the degree programme or a team leader. Sometimes these are the same person.



**President, CEO Riitta Konkola**



**Director of Learning Heidi Rontu**



## Schools

Metropolia has ten schools (departments). Schools are managed by Heads of school. METKA's tutors for example work by schools, and METKA meets with heads of school regularly.



**Auli Sillanpää**  
Media, Design and  
Conservation



**TBA**  
Cultural Services  
and Music



**Minna Hautamäki**  
Business



**Jari Saatsi**  
Automotive and  
Mechanical  
Engineering



**Jari Olli**  
Smart and Clean  
Solutions



**Janne Salonen**  
ICT and Industrial  
Management



**Jorma Säteri**  
Real Estate and  
Construction



**Päivi Haarala**  
Health Care



**Eeva-Liisa  
Metsäluoto**  
Wellbeing



**Heidi Stenberg**  
Rehabilitation  
and Examination







[www.metkaweb.fi](http://www.metkaweb.fi)



[metka@metkaweb.fi](mailto:metka@metkaweb.fi)



[@metkaweb](https://www.instagram.com/metkaweb)



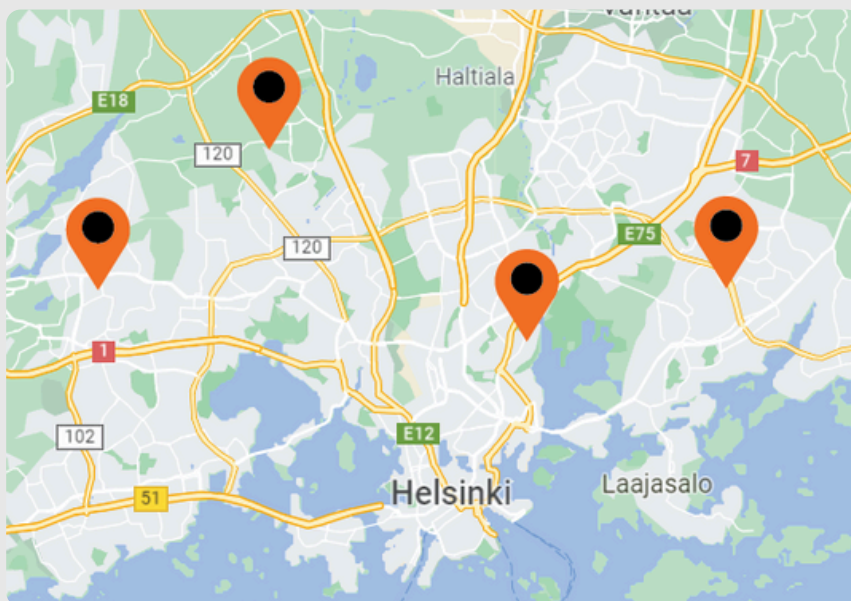
[@metkaweb](https://www.tiktok.com/@metkaweb)



Metropolia Ammattikorkeakoulun  
opiskelijakunta (METKA)



## Campuses



Arabia  
Hämeentie 135 D  
00560 Helsinki



Myllypuro  
Myllypurontie 1  
00920 Helsinki



Karamalmi  
Karaportti 2  
02610 Espoo



Myyrmäki  
Leiritie 1  
01600 Vantaa





## METKA, Office Visiting Address

Metropolia Ammattikorkeakoulun Opiskelijakunta METKA

Myllypurontie 1

00920 Helsinki

6th floor, space MPB6006

## METKA, Postal Address

Metropolian opiskelijakunta METKA

PL 4000

00079 Metropolia

## E-mail

[metka@metkaweb.fi](mailto:metka@metkaweb.fi)

[hallitus@metkaweb.fi](mailto:hallitus@metkaweb.fi)

[edustajisto@metkaweb.fi](mailto:edustajisto@metkaweb.fi)

[asiantuntijat@metkaweb.fi](mailto:asiantuntijat@metkaweb.fi)



# METKA



This guidebook has been updated on  
21.8.2024

Welcome to Metropolia  
and METKA's activities!

