










The background features a diagonal split between purple (top-left) and orange (bottom-right). Overlaid on this are several abstract, organic shapes in shades of purple and orange, resembling a stylized figure or a dynamic composition.

# SAFE AT CHALMERS

Student financing, insurances,  
safety, health och and rights  
for students at Chalmers

CHALMERS  
STUDENTKÅR

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***At Chalmers we take care of one another. It means that we speak up, do not question someones experience and show support and respect. All of us are responsible to act and to listen.***

# WELCOME TO CHALMERS

*a place for everyone,  
but not everything*

Being a student can be a both stressful and vulnerable situation. That is why we made this handbook so you can get a better hold of your options, possibilities and your rights and obligations concerning health, finance and study environment.

We will let you know how it works and what you can do if you experience or witness any form of discrimination or harassment - be it jargong amongst fellow students, in the classroom or on the dancefloor.

We also talk about stress and what you can do to prevent it or get help if needed.

As a student you also have rights and obligations concerning student loans, sick leave and insurances. Make sure you know what you need to know in case something does happen.

And remember, if you have any questions or thoughts, do not hesitate to contact the student welfare office: [so@chalmersstudentkar.se](mailto:so@chalmersstudentkar.se). This person is your student rep when it comes to protecting student rights and student welfare.

# STUDENT FINANCING

## 5 quick facts

*Brief information regarding student financing (studiemedel).*

- ✓ Student financing includes both grants and loans. It is up to you whether you want to take out a loan. You must pay the loan back later on.
- ✓ Financing is money that you can receive to help you pursue your studies. If you want to receive student aid, you must apply for it.
- ✓ How much student finance you can receive depends on whether you are studying full-time or part-time and how many weeks you are studying.
- ✓ The union has an officer who can help you in the right direction regarding student financing.
- ✓ At [csn.se](http://csn.se) you will find an extensive amount of information in English.

**Information about student financing is available in:**

Af-soomaali  
English  
Español  
Français  
Kurmancî  
Meänkieli  
Pashto  
Romani  
Sámigiella  
Suomi  
العربية  
Русский  
Jiddisch  
Dari  
Persiska  
Sorani  
Tigrinja

# CSN.SE

**General info  
on student aid**  
[www.csn.se](http://www.csn.se)

**Questions as an  
Exchange or  
Master student?**  
[student.portal.chalmers.se/  
en/contactservice](http://student.portal.chalmers.se/en/contactservice)



## INSURANCES

As a student you are insured during your working hours at Chalmers, just like a regular employee would be, all according to law.

### Personal insurance for students

Personal insurance for students  
Students and doctoral students with a scholarship at Chalmers (hereafter students) are insured during college hours and while travelling directly between their place of residence and the college through Chalmers' agreement with Kammarkollegiet concerning personal injury insurance.

The personal injury policy provides basic protection which covers personal injury in the event of an accident, as well as certain cases of illness caused by infection.

As a student, you must personally take out accident insurance for the period outside university hours/leisure time and home insurance in order to obtain comprehensive insurance cover.

Insurer: Kammarkollegiet, Insurance Department  
Policy number: 556479-5598-3  
Insurance conditions: Personal Injury Insurance for Students 14/10/2010

#### Read more +

*Expanded insurance cover for exchange and tuition fee paying students and how to make claims:*

[student.portal.chalmers.se/en/studentlife/Pages/Insurance-students.aspx](http://student.portal.chalmers.se/en/studentlife/Pages/Insurance-students.aspx)

### Home insurance (hemförsäkring)

Make sure to sign a home insurance as soon as possible. It usually covers your stuff, your home and yourself, for instance if you lose something or it gets stolen or if you are assaulted.

Home insurance usually includes:

- Property insurance – can give you money for damage to things you own, rent or borrow for your own use.
- Liability insurance – can pay com-



## STUDENT HOUSING

compensation to someone to whom you become liable, as a private individual, to pay damages.

- Personal assault insurance – can provide financial compensation if you receive personal injuries after being the victim of an assault or rape, for example.
- Legal expenses insurance – can pay your costs for a legal representative (lawyer) if you get involved in a legal dispute with someone.
- Travel insurance – is included in most home insurance policies and gives you better protection when you travel. In most cases it is applicable for 45 days.

### Union insurance for volunteers

Students doing volunteering work by being a trustee or helping out at an event are covered by a special insurance from the union.

It does not cover guests to an event or so called phadders or those organizing within their student division.

Finding accommodation in Gothenburg is tough. The union or the university cannot help you in this matter and it is important so look for a home well in advance.

If you haven't found a place to stay before you arrive in Gothenburg it's important that you contact our municipal housing agency, **Boplats** Göteborg, to start your search for an accommodation.

Until you have found a permanent place to live, you will have to arrange for a temporary accommodation such as a hostel or hotel by yourself.

When registering at either of our two housing agencies you must use the same personal number and e-mail address as the one in the union membership registry. Otherwise your points will not be synchronized and calculated correctly.

Chalmers has agreements with two main housing agencies:  
[www.chalmersstudentbostader.se](http://www.chalmersstudentbostader.se) and  
[www.sgsstudentbostader.se](http://www.sgsstudentbostader.se)

#### Read more +

- [student.portal.chalmers.se/en/studentlife](http://student.portal.chalmers.se/en/studentlife)
- [chalmersstudentbostader.se/en](http://chalmersstudentbostader.se/en)
- [sgsstudentbostader.se/en](http://sgsstudentbostader.se/en)
- [nya.boplats.se](http://nya.boplats.se)
- [housinganywhere.com](http://housinganywhere.com)

### Scholarships

*As a student at Chalmers there are many scholarships to apply for. Some require certain terms to be met (e.g. attending a certain study programme) but most are open for everyone. For more information, go to Studentportalen under Student life.*

## COURSE LITERATURE

On campus you can find course literature at either STORE (Kokboken at Lindholmen) and online at [chalmersstore.se](http://chalmersstore.se) as well as Chalmers main library.

There is also an archive with theses and papers. There is a larger branch at Lindholmen with its own archive of exam papers.

You can also print, scan and copy at the campus libraries.

## HEALTH

### Sports and exercising Fysiken

Fysiken is a large gym owned by students of Gotheburg through a corporation.

#### **We have several facilities:**

Gibraltargatan, Kaserntorget and Lindholmen. There are also several bouldering facilities at campus Johanneberg, Sisjön and Partille as well as a CrossFit facility at Gibraltargatan.

All Chalmers student get discounts, use you union card to prove membership.

#### **Read more +**

[fysiken.nu/en](http://fysiken.nu/en)

### Within the union

In the student union building we also offer recreation. We have a large gym hall, pool and sauna. The pool is open most of the time, the gym hall must be booked in advance. Both can be used free of charge exclusively for union members.

#### **Read more +**

[chalmersstudentkar.se/facilities-look-book](http://chalmersstudentkar.se/facilities-look-book)

The union also has a number of sports societies that you can become a member of. Go to the entire list below.

#### **Read more +**

[chalmersstudentkar.se/sportsatchalmers](http://chalmersstudentkar.se/sportsatchalmers)

The student divisions often have their own sport societies, open to both beginners and experienced. Usually there are open events to come and try, keep and eye out on your student division website or facebook page.

### Mental health & stress

Recognizing stress and other related conditions as early as possible is vital. It

will give you a chance to take measures and prevent it from going too far. The study pace at Chalmers can be intense at times and it is important to find the right balance between studying and relaxing.

If the stress does not subside after typically stressed periods (for instance before exams), please be aware. It is not unusual for hard-working students to be the subject of stress and often those students then compensate even more under added pressure.

Through Feelgood you as a student at Chalmers can get help on stress related issues. Constant stress due to studies is not something you have to accept and it is important you seek advice and help.

#### Read more +

- [Type "medical care" at student portal](#)
- [stress.se](#)

If you need to talk to someone there are several options. If you are experiencing thought on suicide, you yourself or a friend, you can get help.

#### Get help anonymously +

- Hjälp linjen 0771-22 00 60
- [mind.se/hitta-hjalp/sjalmordslinjen](#)
- Jourhavande kompis, chat: [rkuf.se](#)

## Alcohol and drugs

If you or someone you know need support to manage a high consumption of alcohol or drug abuse you can turn to the student welfare office (Sociala enheten). They can help you find the right support. You can also schedule an appointment with Feelgood.

If you prefer to seek help outside the student sphere you can contact the youth clinics, Stigbergskliniken or Nordhemskliniken. More about youth clinics below.

You can also be completely anonymous and contact help centers below:

#### Alcohol Help line

(Alkohollinjen)  
020-84 44 48  
[info@alkohollinjen.se](mailto:info@alkohollinjen.se)

#### Alcoholics Anonymous

(Anonyma Alkoholister)  
08-720 38 42  
[help@aa.se](mailto:help@aa.se)

#### Narcotics Anonymous

(Anonyma Narkomaner)  
0771-13 80 00

## If you fall ill

Students with financial aid are covered by a special insurance meaning they can keep their aid even during times of illness. Additionally the loan part can be written off after 30 days qualifying period of sickness if the student has been completely unable to study.

#### Read more +

[forsakringskassan.se](#)

## Health care

### 1177 - medical phone support

The telephone number 1177 offers free medical advice. They can help decide if you need to visit a district health care centre or suggest self care. They can also tell you where the nearest health centre is located.

### Feelgood - free clinic

Free for students at Chalmers. They can help with study related issues such as stress, conflict management, study related injuries, procrastination and alcohol abuse.

The clinic has access to health professionals such as doctors, psychologists, and physio therapists. Tel: 010-810 81 92



## Youth clinics

There are several youth clinics in Göteborg, for young adults up to 24 years. Here you can get help and advice of love, sex and health in general. You can also get prescribed contraceptions and exams as well as condoms. Their entire operation is free of charge.

**Read more +**  
[www.umo.se](http://www.umo.se) (several language options)

## Dental care

Up until the year you turn 24 dental care in Göteborg is free. After that you can receive aid depending on your age. Only for permanent residents of Göteborg. For international students, see links below.

**Read more +**  
*Type "Medical healthcare" at student portal*

[folktandvarden.vgregion.se/vara-kliniker/utbildningsklinik/utbildningskliniken-vuxen](http://folktandvarden.vgregion.se/vara-kliniker/utbildningsklinik/utbildningskliniken-vuxen)

## Disabilities

Adapting Chalmers to function for everyone regardless of physical or mental ability is a constant, ongoing process. Chalmers is, according to law, obliged to adapt the rooms and facilities for students with disabilities.

- ✓ At each reconstruction Chalmers must consider adaptations to the space.
- ✓ When a disability makes it impossible to study at Chalmers the student has the right to changes that makes studying possible.
- ✓ Some disabilities are eligible for financial aid due to reduced study pace.

Some examples eligible for reduced study pace are visual impairment, hearing impairment, neurodevelopmental disorders and dyslexia.

## Responsibility and contact

Each Head of programme are responsible for making sure students have all they need to study at equal terms. Student guidance counsellors also have a special responsibility.

**Read more +**  
*Search for FUNKA at Student portal*



# STUDY ENVIRONMENT



## Rules and regulations

According to the working environment law those studying are to be considered equal with an employee and have the same rights as such at a workplace.

Students also have the right to be represented in the so called safety committees which are statutory.

This is an excerpt from the law and is applicable to all students at Chalmers.

## Responsibility

The main responsibility concerning the work environment is held by Chalmers president. By delegation the physical environment responsibility are then held by the vice president for the undergraduate programs and then to the dean of education.

Head of programme is responsible for the social environment and work closely with the student guidance counsellors.

## How we work

The Student safety and welfare representative, SAMO, is the student representative in work and study environmental issues.

SAMO is appointed by each student division takes part of Chalmers work environmental operations. They are neither legally responsible nor for implementation of measures. SAMO are just monitoring the work environment.

Each year a physical inspection is carried out. SAMO, head of programme and a work environment engineer from personnel go through teaching and leisure environments paying attention to

physical issues and create a check list on measures that needs to be taken to the next follow up round.

Additionally a psychosocial safety check with SAMO, head of programme and equality coordinator from the university have meetings about the study environment and will suggest measures to be followed up on the next meeting.

### Read more +

*Work environment for students*  
[student.portal.chalmers.se/en/studentlife/student-work-environment](http://student.portal.chalmers.se/en/studentlife/student-work-environment)

### *Joint rules and directives:*

[student.portal.chalmers.se/en/chalmers-studies/joint-rules-and-directives](http://student.portal.chalmers.se/en/chalmers-studies/joint-rules-and-directives)

## Discrimination

It is forbidden, according to the discrimination act, to discriminate another person on the base of sex, sexual orientation, ethnicity, religion, disability, age or transgender identity or expression.

The discrimination act protects the education system. If someone is subjected to harassment or impingement at Chalmers there is a disciplinary committee that decides about measures regarding students. Naturally you can also report teachers or staff from the university for discrimination and harassment.

All employees at Chalmers who learn about an harassment issue are obligated to report it to the university management.

Learn more and report here:

[chalmers.se/safe](http://chalmers.se/safe)

## Report errors

Report deficiencies in the premises or on lighting, furniture or equipment in rooms, lecture halls and in the student union premises on e-mail [8800@chalmers.se](mailto:8800@chalmers.se) or phone 031-772 88 00.

### Read more +

Search "Error reporting" on [student.portal.chalmers.se/en](http://student.portal.chalmers.se/en)

## Handling harassments

*If something happens to you that makes you uncomfortable - talk about it! Not all things are eligible for reporting, but you are the judge of what feels OK or not.*

- Tell the person who made you uncomfortable! No one has the right to be sexist/racist/etc. If this person does not listen to you, talk to their superior and let them know what happened and how that made you feel.
- If at an event, talk to the organizers. They are obliged to follow the union policies on equality.



- Talk to a friend - even if it might feel insignificant. It is your feeling that counts. Don't accept excuses made by others.
- Talk to your SAMO at your division. They are responsible for the student culture and work environment.
- Learn more and report here: [chalmers.se/safe](http://chalmers.se/safe)
- If you yourself was not the victim of harassment but you missed the chance to support the person, you can still act. Talk to the person who harassed and asked why they said or did what they did. Or ask the person being harassed if they are OK. Simply by not letting things pass you can change perspectives and help others in the future.



*Discrimination can occur in all sorts of situations at Chalmers - speak up if you experience discrimination.*

**REPORT AN INCIDENT**  
[chalmers.se/safe](http://chalmers.se/safe)

## STUDENT COUNSELLORS

Each Master's degree programme has a management team consisting of the Director of the Master's programme, the Director of studies and the Student guidance counsellor.

The Director of studies will assist you with individual studyplans and the transfer of credits from other programmes and universities.

The Student guidance counsellor will assist you with counselling, guidance and information regarding your studies.

### Read more+

[student.portal.chalmers.se/en/contactservice/Contacts\\_masters\\_programmes](http://student.portal.chalmers.se/en/contactservice/Contacts_masters_programmes)

## SUPPORT

There are several options when getting in touch for advice and support. Choose someone you trust for starters or check this list of different functions.

- SAMO at your division
- Student ombud at both campuses
- Student guidance counsellors at each programme
- Studievägledare på varje sektion,
- Chaplain for guidance and support.
- Student welfare office in the union management

All these functions are qualified to assist you in one way or the other and SAMO and Student welfare officer have taken the pledge of secrecy. **See contact information on the next page.**

You can also turn to a teacher, mentor or head of programme.



# SUPPORT FUNCTIONS FOR STUDENTS

## Within union and university

### **Student welfare office**

Study social issues, alcohol related matters and student financing, health care and insurances.

031-772 39 18

[so@chalmersstudentkar.se](mailto:so@chalmersstudentkar.se)

### **Student Safety and Welfare**

**Representative (SAMO)** at each division. Comprehensive list at student portal, search for SAMO.

### **Student ombud**

Support for students who feel unfairly treated.

[studerandeombud@chalmers.se](mailto:studerandeombud@chalmers.se)

### **Safe at Chalmers**

[chalmers.se/safe](http://chalmers.se/safe)

### **Student chaplain**

Crisis management, support and counseling

Lars van der Heeg

073-030 07 49

[lars.vanderheeg@svenskakyrkan.se](mailto:lars.vanderheeg@svenskakyrkan.se)

### **Coordinator for students with special needs**

[funka@chalmers.se](mailto:funka@chalmers.se)

### **Work environment engineers**

Coordinates and develops the work environment at Chalmers

[arbetsmiljo.stodet@chalmers.se](mailto:arbetsmiljo.stodet@chalmers.se)

## Outside Chalmers

### **Feelgood**

010-81081 92

[student.goteborg@feelgood.se](mailto:student.goteborg@feelgood.se)

### **Alkohollinjen**

020-84 44 48

[info@alkohollinjen.se](mailto:info@alkohollinjen.se)

### **Alcoholics Anonymous**

08-720 38 42

[help@aa.se](mailto:help@aa.se)

### **Narcotics Anonymous**

0771-13 80 00

### **Jourhavande medmänniska**

08-702 16 80

### **Suicidal thoughts**

(Självordstankar)

90101

[mind.se/hitta-hjalp/sjalmordslinjen](http://mind.se/hitta-hjalp/sjalmordslinjen)

### **Red Cross youth** (up to 25 years)

[rkuf.se](http://rkuf.se) (chatt)



### **The Student Portal**

[www.student.portal.chalmers.se/en](http://www.student.portal.chalmers.se/en)

