

Freshman's guide



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FRESHMAN'S GUIDE

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Dear Freshmen!

Hope you are great! I must admit that this year we are experiencing the excitement of a new beginning. Why? You have probably noticed that we are approaching you with the new abbreviation of Vilnius Gediminas Technical University - **VILNIUS TECH**. This abbreviation will make it easier for everyone who speaks the language of technology to recognize us regardless of national borders and boundaries. By the way, you are among the first to learn about this new identity of the university.

The ability to operate in uncertain future conditions as well as creator's mentality are the two most important principles that define the activities of our university and our university community. They laid down the main direction of this identity - to be a university for those who shape the future of tomorrow.

VILNIUS TECH symbolizes:

- Unified focus on technology, innovation, and creativity.
- Culture when students are no longer passive recipients of knowledge, but rather active participants of the learning process.
- Studies that not only prepare for reality, which is relevant today, but also provide tools to handle future problems and challenges.
- International approach and global thinking.

You will be able to experience this for yourself very soon: when you open the doors of the university auditoriums and laboratories and meet the lecturers for whom the challenges of tomorrow are as important as the ones of today; also, when you recognize yourself in your peers — those who are resolute in creativity, inventive in finding solutions, and constantly asking “can it be better?”

I am glad that you, like us, believe that technology is becoming an essential creative tool in the world of tomorrow. So, welcome to **VILNIUS TECH!**

Alfonsas Daniūnas
Rector



From now on we will introduce ourselves and be recognized as
VILNIUS TECH. For those who shape the future of tomorrow

WHAT DOES THE NEW IMAGE OF THE UNIVERSITY SYMBOLIZE?

Unified focus on technology, innovation, and creativity

Culture when students are no longer passive recipients of knowledge, but rather active participants of the learning process

Studies that not only prepare for reality, which is relevant today, but also provide tools to handle future problems and challenges

International approach and global thinking

WHAT MAKES US SPECIAL?

The Future

We study, work and create not only because we need to be ready to respond to the needs of today, but also because we attempt to gain the skills, knowledge and qualities that will enable us to answer the questions of tomorrow. The challenges of tomorrow are as important to us as they are today.

Community of makers

Another distinguishing feature of our community is the courage to create, experiment, take materials into our own hands and turn them into solutions. It is not enough for us to rely on tried and tested methods alone. We are always asking ourselves the question: "Can it be better?"

For those who shape the future of tomorrow

The ability to operate in uncertain future conditions as well as creator's mentality are the two most important principles that define the activities of our university and our university community. They laid down the main direction of the identity - to be a university for those who shape the future of tomorrow.

Vilnius Tech

Every year, it becomes increasingly more difficult to deny that technology is becoming an essential creative tool that can transcend any boundaries or borders in the world of tomorrow. It is this point that we want to highlight when we introduce ourselves under the name of VILNIUS TECH.

> **83 700**
Graduates

9400
Students

10
Faculties

13
Research
institutes

954
Academic staff

Over **450** higher education
partner institutions

Over **500** business, science and public
partners in Lithuania

3
Research centres

22
Research laboratories

Over **100** bachelor, master and
doctoral study programmes

INTERNATIONAL RECOGNITION

In international university ranking “QS World University Rankings by Subject 2020”, which evaluates higher education institutions according to different areas of science and studies, Vilnius Tech is ranked in 7 subject areas:

- Civil Engineering and Building Construction – 51-100 place,
- Architecture and Urban Development – 101-150 place,
- Business and Management – 101-150 place,
- Economics and Econometrics – 201-250 place,
- Mechanical, Aeronautical & Manufacturing Engineering – 301-350 place,
- Electrical and Electronic Engineering – 351-400 place,
- Computer Science and Information Systems – 451-500 place.



The coat of arms of the university is an element of the university's heraldry, and is, therefore, used only on special occasions: during celebrations, on the seal of the university or on symbolic documents (diplomas, honorary letters and awards). You should remember that the coat of arms of the university is used on the cover of students' final thesis.



The logo of the university is an integral part of the university style and is, therefore, very important to use it properly in both external and internal communication. You can use the logo of the university on university papers, laboratory work reports, etc.



If you want to use the logo and name of the university in non-academic activity / communication, you should discuss it with the Public Communication Office via vk@vgtu.lt.



You take pride in your university and want to show to which academic community you belong?

Get a t-shirt or sweater with **Vilnius Tech** logo, and hat or sweater with mascot **Wolf Gedas**, and become part of **Vilnius Tech wolf gang**!

All items are available for purchase at Coffee Hill Cafe at the university's 1st auditorium building (SRA-I), Saulėtekio av. 11

THE FIRST STEPS

Register on mano.vgtu.lt to start using your personal university's email address, to connect to the university's internal network and wireless internet on the campus. The list of e-services provided by Vilnius Tech's library, the publishing house and other university's departments are listed on the platform. It is the place to look for information about your study programme, contacts of your lecturers; the schedule of your classes and exams, and during the exam period – the grades for your examinations will be published on the platform. You can submit your requests, order certificates, read all orders of the Rector and the Dean of your faculty, receive information about tuition fee, fill the surveys on the quality of studies and find other important information.

CONNECTING TO WIRELESS NETWORK

Vilnius Tech campus has a wireless network. Connecting to it is easy! Your username is the student identity card's number (number@vgtu.lt), and the password – your e-Vilnius Tech password. Vilnius Tech is part of EDUROAM – a world-wide roaming access service developed for the international research and education community; thus, you will be able to connect to Wi-Fi networks at other universities in Lithuania, Europe and other countries.

More information about this service is available at itsc.vgtu.lt.

CHECK YOUR UNIVERSITY E-MAIL

Each student has a personal mailbox – name.surname@stud.vgtu.lt. You can log in to your email through webmail.vgtu.lt, but before it, you have to activate your account at mano.vgtu.lt and create your e-Vilnius Tech password.

Your Vilnius Tech e-mail will be used for the most important information on your studies and messages from the Dean's office. You will also use it to communicate with lecturers. This e-mail service will be even more convenient if you configure your email on your smartphone or connect it to your Gmail system. Detailed instructions are available on itsc.vgtu.lt.

USE THE UNIVERSITY'S COMPUTER ROOMS AND SOFTWARE

When studying, you will need to connect to computers in the classrooms. Use the same login information as connecting to all Vilnius Tech IT services: login name – the student identity card number, password – your e-Vilnius Tech password.

Most e-services are available from Vilnius Tech's network only. You should use a secure VPN access to use services from a non-university network (home, office, etc.). Additional activation is not needed. Check information on vpn.vgtu.lt.

If you wish to install Matlab, Solidworks, Autodesk, Bentley, Magicdraw and other software on your computer read the information on mano.vgtu.lt page [Software](#) or on itsc.vgtu.lt.

If you need additional software or want to access it from home login to studsoft.vgtu.lt with the same login data. More information is available in the Login Guide on this website.

If you notice any IT-related malfunctions, please register them on pagalba.vgtu.lt or call +370 5 274 4918.

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STUDY PROGRAMMES

DISTRIBUTION OF STUDENTS ACCORDING TO THE CYCLE OF STUDIES

Bachelor studies – 74,7%

Master studies – 18,7%

Integrated studies – 4,5%

Doctoral studies – 2,1%

FIELDS OF STUDIES

- Engineering sciences
- Informatics sciences
- Mathematics sciences
- Technology sciences
- Social sciences
- Business and Public Management
- Art

CYCLES OF STUDIES

- Bachelor
- Master
- Integrated
- Doctoral

Over 50% of study programmes are interdisciplinary.

70% of all study programmes are in engineering sciences

9378

STUDENTS

DISTRIBUTION OF STUDENTS ACCORDING TO THE FACULTY OF STUDIES

Antanas Gustaitis Aviation Institute	Faculty of Environmental Engineering	Faculty of Architecture	Faculty of Electronics	Faculty of Fundamental Sciences
6,1 %	7,2 %	4,6 %	8,5 %	23 %
Faculty of Creative Industries	Faculty of Mechanics	Faculty of Civil Engineering	Faculty of Transport Engineering	Faculty of Business Management
9,8 %	9 %	10,7 %	9,4 %	11,7 %

To have a smooth start of your studies, learn what to do first and where to find all the information you need. Remember that you can always contact the mentor of your group, who will answer all your questions.

LITHUANIAN STUDENT IDENTITY CARD (LSIC) AND INTERNATIONAL STUDENT IDENTITY CARD (ISIC)

To get a [Lithuanian Student Identity Card \(LSIC\)](#), register at [Isp.lt](#). You can pick up your LSIC from a chosen bank customer service point.

[International Student Identity Card \(ISIC\)](#) can be obtained by registering at [isic.lt](#). You can pick up your ISIC at any “Zigzag Travel” office or receive it via registered mail.

These documents are certifying the status of a student and allow you to access Vilnius Tech library, take exams, etc., also give you access to public transport and various other student-only discounts.

THE MOST IMPORTANT CONTACT POINTS

From now on, the Dean’s office and the Student Association at the faculty where you study are your main contact points during your studies at Vilnius Tech. Ask them for help or contact them if you have any questions, requests or challenges, such as study process, payments, scholarships, certificates etc.

Also read this new student’s guide carefully and use e-Vilnius Tech resources – sources of information and services on the Internet.

In this section you will find information relevant to every student about how the studies and exams are organised and learn about the most important procedures. An overview of studies at Vilnius Tech will help you to understand better the community you have joined.

LECTURE TIME

I lecture	8:30 – 10:05 val.
II lecture	10:20 – 11:55 val.
III lecture	12:10 – 13:45 val.
Lunch break	13:45 – 14:30 val.
IV lecture	14:30 – 16:05 val.
V lecture	16:20 – 17:55 val.
VI lecture	18:10 – 19:45 val.
VII lecture	19:55 – 21:30 val.

TIMETABLE

Visit [mano.vgtu.lt](#) to find out what lectures you will have tomorrow or in one month. Enter your group’s acronym in the “Group” box, then enter the semester or the required date, and you will find the day-to-day lecture schedule. Another way to check your timetable or exam schedule – download [mano.vgtu.lt](#) application on your mobile phone.

ATTENDANCE

Attending lectures is highly recommended for the first-year students. This is how you will pass your practical classes and will earn your interim grades. If you are Aircraft Piloting or Air Traffic Control programme’s student, ask the Dean’s office at the A. Gustaitis Aviation Institute which courses have mandatory attendance.

INTERNSHIPS

You will have several internships during your studies at Vilnius Tech. Types of internships depend on the study programme. Vilnius Tech has the following types of internships:

- Exploratory internships offer opportunities to visit various companies and organisations. It is a great way to learn what do organisations do, what equipment do they have and what technologies do they use, what is their human resource policy, how is work and production organised, what services do they provide, and what products do they make.
- Training internships are designed for you to learn to work with specific tools and equipment in real organisations. This way you will learn important skills which are necessary for your further studies and future work.
- Profession-related internships are the way to learn to work independently, apply your theoretical knowledge in practice, and learn more about the specific organisation.
- You are also allowed to carry out additional internships which are not foreseen in your study programme. You can do it anytime you like, no matter in which semester you are. Additional internships are not part of your study programme; thus, they will not be assessed by the university and will not be included in your diploma supplement. This type of internship shall last up to three months and shall require up to 20 hours per week of your time.
- Any type of internship can be carried out in Lithuania or abroad. Internships abroad are eligible for Erasmus+ scholarships. You can choose to carry out your international internship after your studies.

TERMINATION OF STUDIES

You start your studies at the university by signing a legal document – a study agreement; thus, it should be terminated in an official and lawful way, i.e. by submitting a request to terminate your study agreement. If you do not show up at the university, not even once, and if you do not come to any of your exams, it does not mean that you have terminated your studies. In such case, at the end of the semester, you will be expelled from the university for failing your exams. To terminate your studies voluntarily means to submit a signed request to the Dean's office at your faculty.

LEAVE OF ABSENCE

You have the right to take a leave of absence during your studies without losing your student status and with the possibility to return to your studies, including a state-funded place (if you had state funding before taking a leave of absence) for the following reasons:

- due to illness upon recommendation of the consulting commission of doctors;
- due to pregnancy and childbirth;
- due to childcare until the child reaches the age of three years;
- other personal reasons.

Duration of a leave of absence is no longer than one year. If documents proving the need to continue the leave of absence are presented by the end of this period, then the leave of absence can be extended. If you want to return after a leave of absence due to health condition, you have to submit a request to renew your studies together with a health certificate confirming that you are allowed to continue studies.

Students have the right to take leave of absence due to childcare for the period defined by the Law, but not longer than three years. A leave of absence due to personal reasons can be granted once during the period of studies for a period not longer than one year. Requests have to be submitted to take such leave of absence and to return from it.

SUSPENSION OF STUDIES

If you do not have any failed courses, you can submit a request to suspend your studies up to one year. This should be done before an exam session starts. Suspension of studies is not allowed during the first semester of studies. Your return to studies must coincide with the beginning of a semester. During the suspension of your studies you will remain on the list of students at the university, but you will lose your state-funded place (if you had it). You can suspend your studies two times during the course of a study programme. If you want, you can return to your studies before the suspension period ends (you have to submit a request).

EXAMINATION PERIOD

It is a period of final assessments of the courses which you had during an ongoing semester. Examinations with denotation “E1” are held before the exam period, and with “E” – during the exam period. During examination period, you also have to pass “pass/fail” courses which are denoted with “[”, course papers – “KP”, and complex projects – “KS”. You will be assessed only if you have grades for all the interim assessments and lecturers’ assignments. These grades will form your final grade for the course.

The lowest positive grade, including interim assessments, is 5 (five).

APPEALS

If you think that a lecturer is not treating you fairly, you can file an appeal due to the following reasons:

- regarding the final assessment of your knowledge (whether the grade is positive or negative);
- regarding violation of knowledge assessment procedure;
- regarding the final assessment of your knowledge and violation of knowledge assessment procedure.

If your work is assessed by a commission (e.g. final thesis or final exam, architecture project, composition or artwork) or during exams according to the aviation standards (E2 examinations), appeals can be submitted only regarding violation of knowledge assessment procedure.

TAKING AN EXAM:

- Bring a valid student identification card or any other document confirming your identity, as well as things specified by the lecturer and be ready to work for 1.5-2.5 hours.
- The exam is run by the lecturer of your course or any other lecturer appointed by the Head of the department. Only one academic group shall take an exam in one room, except the cases when the combined number of students from different groups does not exceed 30.
- Exam tasks can be carried out in written form or on a computer if they are provided electronically.
- The examining lecturer may check your knowledge orally after you have finished your written exam.
- Exam results are recorded and stored on the University Information System (UIS) two working days after the exam. You can check the grades for all your assessments at mano.vgtu.lt.
- In case of cheating, plagiarism, or any other act of dishonesty during an exam or in course papers, or during defence of final thesis or any other paper, the student’s grade is “N”. This means a student failed due to an act of dishonesty. The Dean of the faculty is informed about the fact and a penalty is imposed.
- Retaking an exam during an exam period is not allowed. If a person cannot take an exam during an exam period due to justified reasons, the Dean sets a new date for taking the exam.

CHEATING

By signing the study agreement, you also signed the student's declaration of academic integrity, and so you have committed to follow it. The most serious violations of the principles of the academic integrity at Vilnius Tech are:

- Plagiarism or presenting the ideas of others as your own. Typical cases of plagiarism are: texts of others are presented without quotation marks – quotes, separate paragraphs or in italics; retelling or quoting someone's idea, visual material or data without specifying a source, or using an incorrect source page or website visit date; fraud during final or interim course assessments – colloquiums, examinations and other assessments.
- Copying and letting others copy off yourself: giving answers, using cheat-sheets or other unauthorized tools, the work of others is presented as your own, passing assessments with another students' work or their results, presenting the same report for multiple courses, writing an exam as another person, falsification of lecturer's signature etc.

Vilnius Tech students also undertake to handle the university's computer equipment and library publications with care and according to its' purpose.

If you're caught cheating during an exam, you have to repeat the course and pay the full tuition fee. The most severe penalty – expulsion from the university.

FINANCING YOUR STUDIES

Every student is interested in additional opportunities to finance their studies, to receive incentives for great academic performance or other activities, and use benefits they are entitled to. Vilnius Tech students can use the state support, win scholarships, be noticed and evaluated by the university itself.

RETAKES

You failed an exam or could not participate in an exam for some reason? You can retake the failed courses after an exam period (in the autumn semester – until mid-February, in the spring semester – until the end of June).

If you are an excellent student and after an exam period you have only one grade lower than 9, you can improve it by retaking the needed exam during the retake period. Ten days before the end of an exam period, the Head of the department makes a retake schedule according to the schedule of Vilnius Tech studies (two retake exam days for bachelor, master and integrated programmes' students). The schedule is published on Vilnius Tech's information system. You should register for the retake on mano.vgtu.lt no later than one day before the retake. It's important not to be late because you won't be able to retake an exam without registering.

If after a retake period you still have some failed courses, then you will be allowed to continue your studies with your classmates until the end of final assessments by commission and you will have one more opportunity to pass the failed courses under the assessment of a commission (taking final assessments with commission is organised according to a schedule which is announced here: vgtu.lt/studytimetables. You must have the Dean's permission to take exams or defend course papers against the commission. The Dean's permission is issued to those who have paid the fee of retake against the commission.

All important documents regulating the process of studies are available here: vgtu.lt/studydocuments.

STUDENT SURVEYS

During your studies at Vilnius Tech it's not only you who will be assessed, you will evaluate the lectures, the lecturers and their attitude toward students, or if the lecture material is relevant. Both you and us want only the highest quality of studies, and it's easier to achieve it when we know the students' opinion. You can submit your feedback through surveys on mano.vgtu.lt. The surveys on courses and lecturers are compulsory, so take time to answer the questions, be active and contribute to improving the quality of studies. The surveys also ask about the implementation of the study programme, profession-related internships and the social environment at Vilnius Tech.

Take part in meetings with the Dean and Vice-deans of your faculty to hear about changes to be implemented after the surveys and other relevant information. Check the results of surveys on mano.vgtu.lt section Surveys. You will have access to the results of your programme and the results of general university's surveys. In addition, you will see the Dean's comments about the latest implemented changes and will learn what impact did your feedback make.

VILNIUS TECH SCHOLARSHIPS:

- An incentive grant is awarded to students who have achieved excellent study results.
- A one-time scholarship is awarded to students who do sports, participate in cultural and other social activities for the benefit of the University.

More information about the university's scholarships is available at the Dean's office of your faculty.

STUDENT ROTATION

Rotation is a change in financing of studies. It applies to students of the first cycle and integrated studies, except the final year of studies, who have been admitted to Vilnius Tech in 2017 or later. If during an assessment period student's weighted GPA is at an excellent or good level, i.e. their study achievements meet the criteria of a good learner, then such student shall continue receiving state funding and shall not participate in the competition for a state funded place again.

A student loses state funding if after an assessment period (one year of studies), their GPA does not meet the criteria of a good learner. A student is entitled to participate in the competition for a state funded place if after an assessment period they do not have any academic debts.

EACH STUDENT CAN APPLY FOR FINANCIAL SUPPORT ADMINISTERED BY
THE STATE STUDIES FOUNDATION:

- **State-supported loans.** Vilnius Tech students can receive state-supported loans to cover tuition fees, living expenses, or for partial studies abroad. More information is available at vsf.lrv.lt.
- **Social scholarships.** Vilnius Tech students of first cycle, integrated studies, second cycle and students studying in non-degree programmes are eligible for the social scholarships irrespective whether they pay tuition fee or study at state-funded places. More information is available at vsf.lrv.lt.
- **Tuition fee reimbursement.** The fee paid for studies may be reimbursed to first cycle or integrated studies' students who have been studying in places not funded by the State for the whole period or part (semester) of their studies. For more information, visit vsf.lrv.lt.
- **Return of a study basket.** If you study at a state-funded place and either you terminate your studies or are expelled from the University, then you must refund the tuition fee covered by the State funding. Except cases when the first cycle or integrated studies are terminated during the first semester of the first year of studies. More information is available at vsf.lrv.lt.
- **Compensation for students who have completed military service** – the reimbursement of part of the price paid for studies to students who have completed compulsory initial military service or have completed basic military training. More information is available at vsf.lrv.lt.
- **Support for Lithuanians abroad** – the State Studies Foundation provides support to children, grandchildren, great-grandchildren and foreigners of Lithuanian descent who are studying in Lithuanian higher education institutions. More information is available at vsf.lrv.lt.
- **Support for persons with disabilities** – Vilnius Tech students with disabilities are cared for and supported by the responsible university staff. Their contacts and more information about the procedures for granting assistance are available at vgtu.lt/studentswithdisabilities.

OTHER SCHOLARSHIPS:

- **Scholarships of the Presidents of the Republic of Lithuania.** Scholarships of the Presidents of the Republic of Lithuania Antanas Smetona, Aleksandras Stulginskis, Kazys Grinius, Jonas Žemaitis and Algirdas Brazauskas are awarded to talented students, with exceptional achievements in studies, scientific and / or artistic activities. Eligible students: students of the first, second cycle and integrated studies of state higher education institutions. More information is available on e-seimas.lrs.lt or smm.lt.
- **Vladas Jurgutis Scholarship.** A scholarship established by the Bank of Lithuania is awarded each year to two best-performing full-time students studying Banking and Finance at Lithuanian universities. The main conditions for obtaining this scholarship are excellent study results and active participation in scientific activities. The scholarship is awarded for one academic year and equals to the minimum monthly salary. More information is available at lb.lt.
- **The nomination of Petras Vileišis.** The award is given to Lithuanian students who have the desire and effort to perceive and develop their entrepreneurial mindset; have the understanding of civic duty and responsibility; seek higher education and have the best academic results; aim for productive work in business; actively participate in public activities; respect the historical heritage of Lithuania. More information is available at lpk.lt.
- **Carol Martin Gruodis Scholarship.** Support for talented pupils and students from disadvantaged families. For more information, visit: smm.lt.

PARTNERSHIPS

- **464** Partner universities in **66** countries: **338** in Europe, **126** outside Europe;
- **60** partner universities are ranked at the **TOP 500** on QS World University Rankings;
- **30%** of bachelor and master programmes are given in English;
- **11** joint degree / double degree study programmes with international universities;
- Over **40** international research and studies projects.

INTERNATIONAL STUDENTS

- Over **11%** of all Vilnius Tech students are international (degree seeking or exchange) from more than **80** countries;
- **Every 7th** Vilnius Tech student goes abroad for exchange studies or an internship;
- Vilnius Tech has **the highest** number of international degree seeking students in Lithuania;
- Most degree seeking students are coming from India, Turkey, Belarus and Ukraine;
- Most exchange students are coming from partner universities in France, Spain, Germany, Turkey and Italy.

EXCHANGE PROGRAMME AND DEGREE SEEKING STUDENTS 2015–2020

2015-2016



2016-2017



2017-2018



2018-2019



2019-2020



EXCHANGE PROGRAMME STUDENTS

DEGREE SEEKING STUDENTS

Vilnius Tech is one of the most international Lithuanian universities with partners in 66 countries in Europe, Asia, the North and South Americas, Australia and Africa. During the entire period of studies, every seventh Vilnius Tech student goes abroad for studies or an internship.

During your studies at Vilnius Tech you can: go for studies or an internship under the Erasmus+ programme to the EU or non-EU countries; go for studies under bilateral agreements outside the European Union; participate in the BAFF internship programmes; participate in German DAAD programme for studies or internships; participate in “CalPoly” and other summer schools; take part in Vilnius Tech international weeks; become an international student mentor, or become a member of the Erasmus Student Network (ESN Vilnius Tech) team.

Erasmus+ studies is an opportunity to study at one of the Vilnius Tech’s partner universities in the European Union and beyond, receiving a scholarship of EUR 320-700 per month. For a list of partner universities, visit vgtu.lt/erasmus. The duration of studies abroad is 3 to 12 months.

Studying under bilateral agreements gives you the opportunity to study in several non-EU countries. A one-time EUR 200-400 per month (for a maximum period of 5 months) scholarship may be awarded. For a list of partner universities, visit vgtu.lt/erasmus.

Application for studies under Erasmus+ programme or bilateral agreements is carried out 2 times per year:

- February-March – the main selection of students, who want to leave during autumn or spring semester of the next academic year, is carried out. You can also leave to write your final thesis abroad;
- September-October – an additional selection of students, who wish to leave during the spring semester of the current academic year, is carried out. Only unused exchange places are offered.

Erasmus+ internships is an opportunity to test yourself, gain international professional experience, and build your professional network. Erasmus internship can be carried out instead of the mandatory Vilnius Tech internship, or as an additional voluntary internship, and can be taken during your studies or within one year after graduation.

The selection for Erasmus+ internship scholarships is carried out many times a year, the application deadlines are published on Vilnius Tech website vgtu.lt/erasmus. Erasmus+ scholarship of EUR 500-700 per month is awarded for 2 months of internship (in exceptional cases up to 6 months). Students can find companies themselves or use Vilnius Tech’s network of partners.

ESN

The Erasmus Student Network at Vilnius Gediminas Technical University is a non-governmental organization, which is a part of the largest student network in Europe – the Erasmus Student Network, and which acts independently and voluntarily at Vilnius Tech. Joining ESN Vilnius Tech team will give you an opportunity to find a lot of new friends, learn about different cultures and cooperate with other organisations in Lithuania.



FOR STUDENTS WITH DISADVANTAGE BACKGROUND

Vilnius Tech students with disadvantaged background are able to receive additional social scholarship (plus 200 Eur/month).

Students must submit document issued by responsible authorities which includes information that student receives social support. It also has to include time period for which student receives financial support and it has to overlap with Erasmus study period.

All information about student exchange vgtu.lt/erasmus. You can also follow the information provided by the International Relations Office (URD) on the social network Facebook. Here you will find news, invitations and stories of students who have used international opportunities!

Vilnius Tech students who have innovative and creative ideas are in high demand on the labour market, even as new graduates. The first acquaintance with companies occurs while studying. The university's "Career days" build your valuable contact network, introduce internship and job opportunities, and bring together various industry professionals and business leaders.

Often, a few months of internship or a conversation during career events is turning into a job offer and a successful career. Almost 90% of graduates find jobs soon after graduation and gain experience in various industries and companies.

Vilnius Tech's Career and psychological counseling group provides the following services:

- announces available internships and vacancies;
- carries out projects to help you integrate in the labour market better;
- organises meetings with business representatives and various career related events: a set of events "Career Days", lectures by business representatives, visits to companies.

The group also provides career counselling sessions. The sooner you start planning your career – the better. You can start it by choosing your area of studies or specific courses, or an internship. The counselling session is beneficial not only when you are searching for a job, but also if you are wondering what you would like to do, what is the best way to use your potential, where are the best salaries or the most opportunities, how to present yourself to a potential employer, to become noticed. A counselling session will help you to sort out your thoughts, wishes and expectations, you will learn how to plan your career, analyse your strengths and weaknesses. The university's career counsellors will help you to write a competitive CV and motivation letter, to prepare for a job or an internship interview.

Any questions? Want to register for a meeting?
Write us an email karjera@vgtu.lt

NOW IS THE BEST TIME TO OPEN YOUR CAREER OPPORTUNITIES!

More information at: karjera.vgtu.lt and mano.vgtu.lt



SERVICES AND INFORMATION RESOURCES FOR SUCCESSFUL STUDIES

For those who seek high academic results and are looking for an efficient way of studying we offer plenty of electronic and printed publications in various languages, spaces that are designed for studying and taking a break, computer workplaces, information services and skilled information professionals. Come to the Central Library to register with the personal identification document. Your LSP is the key to the Library. All services are created thinking about you!

YOU CAN:

- Visit the Library 24/7;
- Book workrooms online for your studies and meetings with friends via bus.vgtu.lt/bus/lt/Biblioteka/Rezervacija;
- Use Wi-Fi, the Library's computers and software on Vilius Tech's cloud at studsoft.vgtu.lt;
- Print, copy and scan on self-service machines print.vgtu.lt;
- Borrow printed publications or order a copy a specific part of a publication to be delivered to you electronically vb.vgtu.lt;
- Read electronic publications from home via remote access through VPN vpn.vgtu.lt;
- Find lists of publications recommended by your lecturers for your courses on an online platform Library-University-Student (BUS) bus.vgtu.lt/bus/lt/Studentas;
- Improve your information literacy skills by using material prepared by the Librarians available on Moodle moodle.vgtu.lt or by participating in our online seminars and training;
- Visit the art gallery "Gallery A" or prepare your exhibition.

YOU CAN FIND US:

The Central Library, Saulėtekis av. 14
vgtu.lt/biblioteka

THEMATIC READING ROOMS IN FACULTIES:

Architecture and creative sciences, Pylimo g. 26/1, AR-I 1.15
Sciences of electronics, Naugarduko g. 41, ER-I 409-410
Mechanics and transport engineering sciences,
Basanavičiaus g. 28, MR-I 108
Technology and management sciences, Saulėtekio al. 11, SRC, C03

LET US STAY IN TOUCH

If you have any questions, call us (8 5) 274 4900 or write an email biblioteka@vgtu.lt.



VG**T**UBIBLIOTEKA



VG**T**U_BIBLIOTEKA



VG**T**ULIBRARY



VG**T**U_LIBRARY

Vilnius Tech aims to treat all community members equally. Currently, there are students studying at Vilnius Tech who have mobility difficulties, hearing or visual impairments, or long-term conditions.

Every student is equally important for Vilnius Tech; thus, individual student needs are taken into account as far as it is possible, providing necessary adaptations and assistance within the resources available. Students with disabilities or long-term conditions are eligible for a flexible exam schedule. Students with severe disability are partially or totally exempted from tuition fees. Since 30 April 2012 students with disabilities, who do not have academic debts, receive monthly financial support which can be used to increase the accessibility of studies, e.g. hire interpreters or consultants, use transportation services to access the university, buy equipment necessary for studies etc.

The university's premises and facilities are constantly improved to be more disability-friendly. There are 4 work places for students with special needs at Vilnius Tech Library. In addition, students can use braille embosser (braille printer), braille device for text input/output on computer, 3 electronic magnifiers, 4 special keyboards and alternative mice. The latest piece of equipment purchased by Vilnius Tech – tactile printer, which is also available at Vilnius Tech Library.

CONTACT DETAILS FOR PERSONS WITH DISABILITIES REGARDING PSYCHOLOGICAL SUPPORT

Gintė Gudzevičiūtė
psychologist, **Office of Student Affairs**
Phone +370 688 64 266
Email ginte.gudzeviciute@vgtu.lt

Other University's spaces are also adapted for students with disabilities – most of the University's lifts have braille signs on buttons and screens with enlarged floor numbers.

Vilnius Tech's community is constantly renewing and developing its knowledge about the needs of students with disabilities. Vilnius Tech group of Educational Competences organises trainings for the university's teaching staff about the particularities of teaching students with disabilities and, via Moodle platform, provides support material which can be used in the process of studies at the university.

CONTACT DETAILS FOR PERSONS WITH DISABILITIES REGARDING FINANCIAL SUPPORT

Information regarding financial support for persons with disabilities is provided by Studies Department, Saulėtekio av. 11, Central building, 902 room. Requests for financial support can be submitted on Monday-Thursday 08:00–11:30 and 12:00–16:45, and Friday 08:00–11:30 and 12:00–15:30.
Contact persons: **Jolita Valentinavičienė** phone number +370 5 2744944, email jolita.valentinaviciene@vgtu.lt or **Deimantė Gražina Nenartavičienė** phone number +370 5 2744944, email deimante.nenartaviciene@vgtu.lt.

CONTACT DETAILS FOR PERSONS WITH DISABILITIES AND LECTURERS REGARDING TEACHING / LEARNING ISSUES

Dr. Vida Navickienė
Senior specialist, **Group of Educational Competences**
Phone number +370 688 6439
Email vida.navickiene@vgtu.lt

STUDENTS' ASSOCIATION

Vilnius Gediminas Technical University Students' Association is a non-governmental, non-profit, self-governing and voluntary organization that is representing the interests of students and unites young, hardworking and creative students.

The association has 300 volunteers. They are students, just like you are!

The SA is an organization with a Central Office and 10 representative offices in nine faculties and one institute. The SA members are divided into 3 committees:

- Social and Academic Affairs
- Public relations
- Marketing

The activities of a committee are coordinated by the head of a committee, and the overall activity of the organization is coordinated by a board composed of chairmen of the representative offices and the president.

Student Association examines your complaints, requests, and protects your interests at the university meetings, also it cooperates with other youth organizations. In other words, Vilnius Tech SA is like a bridge that connects students with university professors and administration. Therefore, do not hesitate to express your opinion, always contact SA if there is a problem, if you have comments or questions. You will always find the answer here and you will receive help because the SA staff are students who are willing and are able to help you.

Every student is welcome in the SA, whether you are looking for answers to your questions or have ideas and willingness to implement them.

THE MOST IMPORTANT CONTACTS OF THE STUDENT ASSOCIATION:

- **Student association website**

Information about organisation and activities; answers to frequently asked questions. Contact information of the members from the student association.

vgtusa.lt

- **Student association Facebook page**

The latest news, job adds, possibility to ask questions and ask for help.

facebook.com/VGTUSA

- **President / chairman**

Responsible for effective operation of the organisation and implementation of the strategy.

president@vgtusa.lt

- **Vice-president / vice-chairman**

Supervises group representatives, provides consultations regarding their activities.

vice@vgtusa.lt

- **Head / Coordinator of Academic Affairs**

Contact them regarding:

- quality of studies;
- quality of teaching, the competences of lecturers;
- conditions of admission to the university;
- quality of internships;
- process and procedure of exam periods;
- convenient schedule of lectures;
- elective courses;
- examination appeals and disputes;
- other issues related to the process of studies.

akadem@vgtusa.lt

- **Head / Coordinator of Social Affairs**

Contact them regarding:

- quality of lecture rooms, equipment in lecture rooms, and other university's spaces;
- quality of living conditions in dormitories;
- financing of studies;
- scholarships;
- other issues related to the university's social environment.

soc@vgtusa.lt

- **Head / Coordinator of Human Resource**

Contact them if you want to become a member of Vilnius Tech SA.

hr@vgtusa.lt

- **Administrator**

Contact them regarding:

- family dormitories;
- bicycle storage;
- LSIC;
- other important issues.

vgtusa@vgtusa.lt



KNOWLEDGE AND TECHNOLOGY TRANSFER CENTRE

The university's Knowledge and Technology Transfer Centre provides all necessary assistance and advice to entrepreneurial students.

The Centre regularly organizes meetings with representatives from business, science and public organisations; organizes seminars, provides assistance in participation in business and science cooperation projects, advises on business potential, starting a business, patenting or licensing.

The Knowledge and Technology Transfer Centre also offers counselling to students on issues of protection of intellectual property (invention patents, trademarks, protection of design, know-how, copyright) and commercial issues. The university aims that intellectual property is always legally protected, and that students have favourable conditions to create new products and be competitive on the market.

VILNIUS TECH'S CREATIVITY AND INNOVATION CENTRE "LINKMENŲ FABRIKAS" IS:

- a **COMMUNITY**, in which students, researchers, businessmen, engineers and creatives meet one another and come together to create exceptional projects;
- a modern **SPACE** where you will find everything – from tools to knowledge – that you need to make your idea come true: audio, photo and video studios, a virtual reality lab, advertising department, electronics, 3D printing, metal and woodworking workshops;
- a **PLACE** to grow and create, in which a playful atmosphere, music and laughter unites everyone who thinks outside the box.

CONTACT US:



LINKMENŲFABRIKAS



LINKMENŲ_FABRIKAS



LINKMENŲ FABRIKAS

More information at linkmenufabrikas.vgtu.lt.



SPORT AND ART CLUBS AND COLLECTIVES

Vilnius Tech has a lot to offer if you want to take part in extracurricular activities. You are welcome to join the [Sports and Art Centre](#), where there are 14 sports teams, 4 professional art collectives and 3 student initiatives. More information at [smc.vgtu.lt](#).

SPORTS

Vilnius Tech offers a new concept of physical education, which adapts to the modern needs of a student and allows everyone to do sports. How does it work? Starting from the second year of studies, students can choose two elective courses in physical education (two modules), and first year students can join the courses without earning credits. You will be able to choose from 14 different sports: basketball, volleyball, table tennis, judo or self-defence wrestling, Nordic walking, self-defence without weapons, body building etc. If you achieve good results, you will be drafted to the Vilnius Tech sports team and will be entitled to represent the university. If you don't like your chosen sport, you can easily change. Stay up to date with the sports activity timetable and use the new student's privilege to do sports for free!

ACADEMIC CHOIR "GABIJA"

A choir with deep-rooted tradition, which has achieved a high level of mastery (the choir has received the highest – first level – category). It performs not only in Lithuania but also on European stages. If you are devoted to music, don't miss your chance to join the choirists of "Gabija".

THEATRE STUDIO "PALĖPĖ"

The university theatre prepares one or two new plays each year, hosts the international student theatre festival, participates in international festivals abroad. Members not only act, but also write, direct plays and create decorations. "Palėpė" is known on foreign stages, from which they bring back impressive awards. If you can't live without the attention of the audience and are willing to give part of your life to theatre, come to "Palėpė".

DANCE ENSEMBLE "VINGIS"

Every year "Vingis" invites new musicians, singers and dancers to join the superb collective. The ensemble participates in song festivals, student festivals and university events.

ORCHESTRA

A student collective that wins awards every year in the Lithuanian wind instrument championships. Everyone who can play a wind instrument is welcome to join (instruments can be provided). The orchestra is eager to find people who have graduated from music schools, specialize in piano, accordion, singing, percussive instruments or other specialties. The orchestra also awaits those who don't have a musical education, but can read sheet music.

VILNIUS TECH CLUBS

TOURIST CLUB "TURISTAS"

Those seeking adventure and not afraid of mountain heights should be interested in "Turistas". Visits to new locations by foot, by bike, by water transport, hiking – this is what this club thrives on. More information: facebook.com/vgtu.tk

ARCHITECTURE STUDENT CLUB

This club unites all architecture students who want to discuss, move, act together or simply be with like-minded individuals. ASC welcomes everyone who feels like an architecture student. More information about this club in the ["Architektūros studentų klubas \(ASK\)"](#) group on Facebook.

University has 5 dormitories in Vilnius. All of them are located on Saulėtekio avenue.

Vilnius Tech dormitories No. 1, 3, 4, 5 (addresses Saulėtekio av. 16, 18, 19 and 25) are administered by company Economus. Information on these dormitories and their rules is available at vgtu.economus.lt. Contact person: Erlandas Oksaitis, Project Manager at Economus, phone number + 370 655 59794. Issues regarding administration of the buildings can also be addressed via general company contacts: +370 650 87830 or +370 650 87820, info@economus.lt

Dormitory No. 6 (Saulėtekio av. 39A-1) is for international students who come under Erasmus+ programme. This building is administered by Vilnius Tech employee Jonas Rutkauskas, phone number +370 692 20625, email jonas.rutkauskas@vgtu.lt. Degree seeking students are offered housing at other Vilnius Tech dormitories.

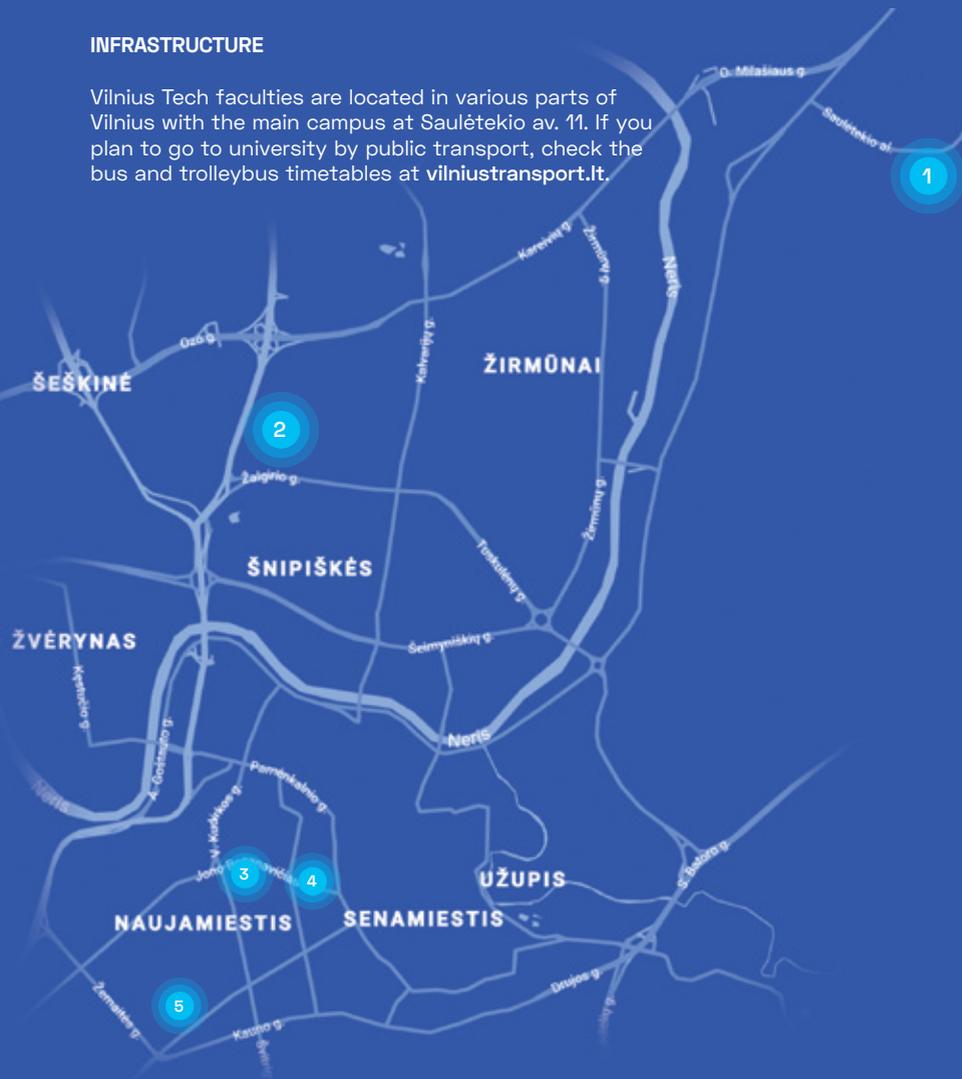
Students who wish to reside in a dormitory, should fill an electronic request on mano.vgtu.lt.

More information about Vilnius Tech's dormitories is available on vgtu.lt. Also you can contact employees of Vilnius Tech's Service department via email bendrabuciai@vgtu.lt or phone number +370 5 2745081.



INFRASTRUCTURE

Vilnius Tech faculties are located in various parts of Vilnius with the main campus at Saulėtekio av. 11. If you plan to go to university by public transport, check the bus and trolleybus timetables at vilniustransport.lt.



1

CENTRAL BUILDING

SAULĖTEKIO AL. 11

FACULTY OF ENVIRONMENTAL ENGINEERING

SAULĖTEKIO AL. 11

INTERNATIONAL STUDIES CENTRE

SAULĖTEKIO AL. 11

FACULTY OF BUSINESS MANAGEMENT

SAULĖTEKIO AL. 11

FACULTY OF FUNDAMENTAL SCIENCES

SAULĖTEKIO AL. 11

FACULTY OF CIVIL ENGINEERING

SAULĖTEKIO AL. 11

LIBRARY

SAULĖTEKIO AL. 14

GYM

SAULĖTEKIO AL. 28

FACULTY OF TRANSPORT ENGINEERING

PLYTINĖS G. 27

2

ANTANAS GUSTAITIS' AVIATION INSTITUTE

LINKMENŲ G. 28

„LINKMENŲ“ FABRIKAS

LINKMENŲ G. 28

3

FACULTY OF MECHANICS

J. BASANAVIČIAUS G. 2

FACULTY OF TRANSPORT ENGINEERING

J. BASANAVIČIAUS G. 2

4

FACULTY OF ARCHITECTURE

TRAKŲ G. 1

FACULTY OF CREATIVE INDUSTRIES

TRAKŲ G. 1

5

FACULTY OF ELECTRONICS

NAUGARDUKO G. 41

1st cycle (bachelor) studies – student is given diverse theoretical knowledge. Unlike universities of applied sciences, a university will not teach you to do one certain job, won't develop automatic job skills. In a university, students are encouraged to think and find their own ways to solve problems. The volume of a Bachelor study programme – 240 credits.

2nd cycle (masters) studies – university studies that are designed to raise professional and scientific qualifications of the student. Master studies prepare you for individual scientific work or other work that requires scientific knowledge and analytical abilities. The volume of a Master study programme – 90-120 credits.

3rd cycle (doctoral) studies – university studies that are designed to educate scientists. Doctoral students carry out research, write doctoral dissertation. Upon successful defence of doctoral dissertation, a person is awarded a doctoral degree.

Rector – head of the university. Prof. Dr. Alfonsas Daniūnas is rector of Vilnius Tech since 2011.

Dean's office – a Dean, Vice-Deans and other staff members who organize operation of a faculty.

Vice-dean – an employee at a Dean's office (subordinate to a Dean) responsible for a certain area of affairs. There can be several Vice-deans in Dean's team.

Professor – a scientific title of a person teaching and conducting research at a university or a research centre. Usually they have their own courses, and supervise research papers and thesis.

Associate professor – an academic title of a lecturer.

Curator (can be lecturer or student) – people who help first year students to get used to university life. They help on questions related to studies at the university, introduce you with the rules and procedures. Curators help you to find your way around and become part of the university's community.

Group representative – a representative of an academic group elected by majority vote, who elects and approves the President of Vilnius Tech Student Association, representative of the Faculty's Student Association, other representatives of faculties, and SA control commission. It is a Group representative's duty to represent the opinion of an academic group by communicating with a Faculty's Dean's office and various Departments.

Midterm exam – an interim exam in the middle of a semester.

Department – lecturers of one specialization. For example, Department of Social Economics and Management unites lecturers of management, economics etc. courses. Departments are run by Heads of Departments.

"Kamčiatka" / "Kamchatka" – student dorms located further along Saulėtekio av. near the bus stop "Senoji Plytinė".

"Niuorkas" / "New York" – student dorms located on Saulėtekio av. near Vilnius Tech's Library and the bus stop "Universitetas".

University gown – long, wide ceremonial cloak with no sleeves, used in academic events. Vilnius Tech bachelors wear blue scarves, masters – grey.

Academic dress – a traditional form of clothing for academic settings. During ceremonies, rectors, senior officials and professors wear full elaborate academic dress.

STUDIES

Where can I find my timetable?

Look for information at mano.vgtu.lt.

I'd like to take a leave of absence.

Contact the Dean's office at your faculty.

I need a certificate on studies and courses.

Contact the Dean's office at your faculty.

I want to change a study programme.

Contact the Dean's office at your faculty.

How do I participate in exchange programmes/ When to apply?

What are the conditions?

Contact Vilnius Tech International Relations Office

Phone +370 5 274 4958, email urd@vgtu.lt.

I want to know more about financing of studies.

Contact the Dean's office at your faculty;

More information about state supported loans at vsf.lt.

INFRASTRUCTURE

I can't connect to wireless Internet and other IT services.

Register IT-related malfunctions at pagalba.vgtu.lt or call +370 5 274 4918

Login and other IT-related guidelines are available at: itsc.vgtu.lt.

How does the library work and what are the work hours? How can I borrow books?

What is the penalty fee?

Contact the Library

Saulėtekio av. 14, Room 205

Phone +370 5 274 4900

Email biblioteka@vgtu.lt

biblioteka.vgtu.lt.

EXAMS

When does an exam period start, how long is an exam period?

Look for information at mano.vgtu.lt.

What are my exams' and other assessments' results?

Look for results at mano.vgtu.lt.

I disagree with the exam evaluation.

Contact the lecturer's department.

CAREER AND ENTREPRENEURSHIP

Will the university help me to find an internship?

I need help with my CV, interview.

Contact Career and psychological counseling group

Phone +370 5 274 4928

Email karjera@vgtu.lt,

vgtu.lt/karjeroskonsultacijos

I have a business idea. Does the university provide assistance?

Contact the Knowledge and Technology Transfer Centre

vgtu.lt/inovatyvausverslopradzia

I want to become a member of a student club.

More information at smc.vgtu.lt.

I want to use the Vilnius Tech logo and name in my facebook group, should I let the university know?

Contact the Marketing Department at the Public Communication

Office Phone +370 5 274 4938

