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WELCOME TO THE STOCKHOLM SCHOOL OF ECONOMICS!

Congratulations on your choice of MSc Program! The Stockholm School of Economics (SSE) was founded in 1909 by royal statute and is the oldest private Swedish institution of university standing. SSE enjoys a prestigious position in Swedish economic life and an excellent international reputation. Many leading executives and politicians have graduated from SSE, and we play a significant role in the European recruitment efforts of a large and increasing number of premier companies.

I am confident that the two years you will spend at SSE to get your Master's

degree will be very stimulating and rewarding – academically, professionally and socially. We expect you to work hard, and we are confident that your efforts will reward you with a solid platform for your future career.



Pär Åhlström Professor Vice President Degree Programs

REGISTRATION AND INTRODUCTION

There is a lot to think about when beginning a new educational program. For you to get your bearings quickly and easily, we have compiled this Student Compass. Here, you can find brief information about the structure and content of the program and what applies at SSE, as well as references for where you can find more detailed information. Hold on to the compass — it can be good to have as a reference!

REGISTRATION

Registration to the program is done online. The registration form will be open from July 1 to August 21. You are required to fill in the form and sign the student pledge and confirm that you are done with the Bachelor's program in order to enroll to the program. When you come to the school and your program for the first time, you are required to show your ID and pick up your login details to the SSE Portal.

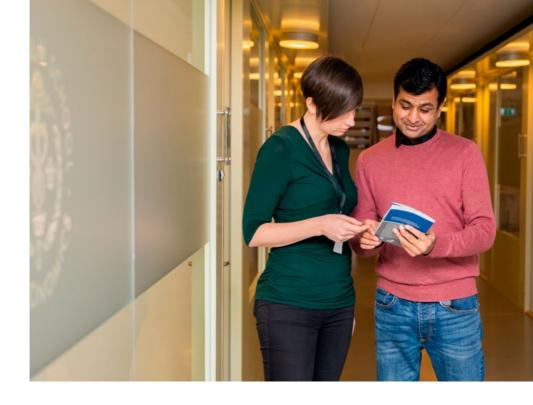
PROGRAM START DATE

AUGUST 22, 2023

INTRODUCTION

You are welcomed to SSE by the school's management team, representatives from the professional services units and the Student Association (SASSE), followed by the academic introduction by your program director and their team. You receive an introduction to SSE, your program, SASSE, and get to know your new classmates and other students at SSE.

The purpose of these days is to create a solid foundation and to set a positive atmosphere for the two intensive study years to come. Expect full days packed with activities. Please note that the introduction is mandatory for all students.



IMPORTANT DOCUMENTS

SSE is a private institution of higher education and differs in some respects from its state-run counterparts in Sweden. We have two important documents that will guide you through the studies:

- MSc Student Handbook
- MSc Degree Requirements

It is important that you are aware of the SSE Academic Regulations, which can be found in the MSc Student Handbook. When registering at SSE you sign a student pledge which, among other things, confirms that you accept the school's rules about the minimum number of credits required and exam procedures and that

you, at all times, will act as a good ambassador of SSE. A copy of this pledge is enclosed in the MSc Student Handbook for your reference.

Other important sources of information are:

- SSE Portal
- Student Association (SASSE)
- Guide for International Students
 - if you are moving to Sweden

SSE ACADEMIC STRUCTURE

All educational programs at the Stockholm School of Economics are based on research and stress a theoretical and analytical approach.

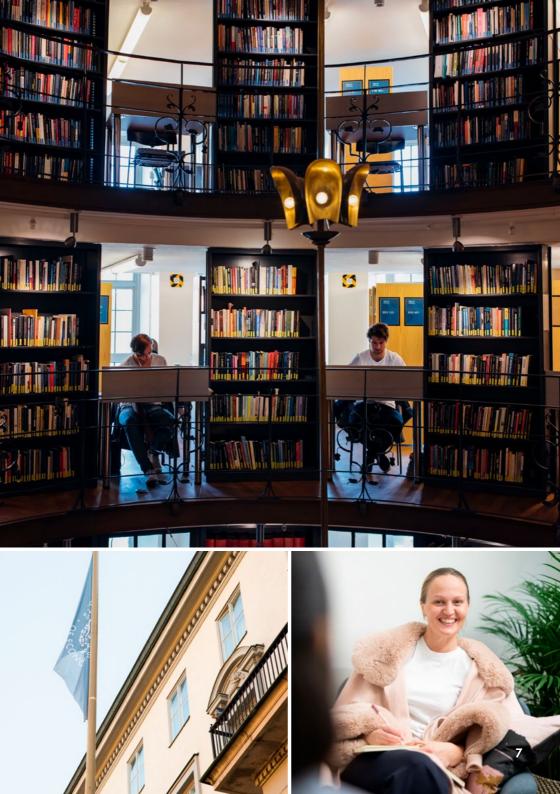
TEACHING METHODOLOGY

The teaching methodology is a mixture of American and European teaching methods and theories. Some modules are characterized by more traditional teaching, with lectures, written course assignments and seminars. In others, the teaching is based on cases; active participation in class is expected and contributes to the final grade. Many of the course modules require substantial preparatory reading.

As an SSE student, you are part of a student body of about 1800 active students. You may find that the structure of examination differs from what you are used to. SSE exams put great emphasis on not only understanding the material from the respective module, but also being able to connect and integrate learning across different topics.

SSE ACADEMIC YEAR

The SSE academic year consists of two semesters, fall (August–December) and spring (January–June), each worth 30 ECTS credits. Every semester consists of two periods and you study two courses in parallel every period. To complete the program, you will have to pass a total number of 120 ECTS credits. Exact dates for each period, semester and exam week can be found on the SSE Portal.



OUR MISSION - YOUR EDUCATION

The Stockholm School of Economics' Educational Mission is based on the view that the decision makers of tomorrow will approach the world with curiosity and confidence.

In terms of processing capacity, future decision makers will often be outperformed by artificial intelligence, robots, and machines. However, the human beings core competence is to be human, and SSE's new learning objectives, or Educational Mission reflects this. The decision makers of the future will be those who make use of their human potential. Accordingly, SSE has formulated its Educational Mission with the abbreviation FREE, which stands for:

FACT AND SCIENCE BASED MINDSET

We are fundamentally a scientific institution, and facts are the basis for all critical and analytical thinking. An SSE graduate will make decisions based on facts and have the ability to differentiate between types of knowledge. This ability becomes particularly important in a world of alternative facts, "fake news" and filter bubbles.

REFLECTIVE AND SELF AWARE

The future will require more reflection and self-knowledge. SSE-trained individuals will be able to contemplate what role they play in the world, understand the impact they have on others, evaluate their personal preferences, and be aware of how their choices are determined.



EMPATHETIC AND CULTURALLY LITERATE

Empathy and cultural sensitivity are so far, something that artificial intelligence cannot accomplish. We are convinced that an empathetic person becomes a better leader and decision maker; thus we hope our students will be able to consider the perspective of others fully. Cultural literacy is also critical. To interact with someone from another background, expertise, or profession than one's own is a prerequisite for the future.

ENTREPRENEURIAL AND RESPONSIBLE

Students graduated from SSE will have an entrepreneurial and creative approach to the world. They will strive to create change in a responsible manner. They should not accept the status quo but seek improvement for society and the world at large.







PRACTICAL INFORMATION

SSE PORTAL

SSE Portal gives you access to your personal records and information about your studies at SSE. You will get full access to the SSE Portal during the registration days in August.

On the home page "Programs", you will find your program news and a link to your SSE e-mail account etc.

By clicking on the tab "Courses" you will go to the page "My Courses". This page contains information about all courses, seminar groups and exams you are currently registered for. It is also the home page for seminar and exam registrations and withdrawals.

All your course results are to be found on the page "My Results" which you can reach through the tab "Courses". On the page "My Certificates" you can download transcripts and certificates.

On the site "Support" you will find information such as how to connect to the wireless network, information about exchange programs, study counseling, how to order official transcripts, how to apply for a degree certificate etc.

Via the "Tools" menu you can for example register your contact details, in case of emergency info, change password and get credentials to the wireless network eduragm

OFFICE 365

As a student at SSE, you have access to Microsoft Office 365. Please note, that the offer applies to active students. Within Office 365 you have access to several services, which give you the opportunity for collaboration and communication. As a student you have a 1 TB storage space for your files in the cloud. Please keep in mind that you are responsible for the materials you upload on OneDrive and handle of the applications.

SSE EMAIL

As a part of Office 365, you will obtain a personal e-mail address at SSE, based on your registration number which is given to you during the registration in August. If your registration number is for example 80004, your e-mail address will be: 80004@student hhs se. You can reconfigure your account to the mailing software on your own computer or laptop. Instructions are found on Student IT Support web site and help is available at the service desk. All communication between a student and SSE is conducted via the student e-mail address. This is to verify students' identities. Important or sensitive information is always sent to the student e-mail address and can never be disclosed to private e-mail addresses.

You are not allowed to sign up for any mailing lists, online retailers or services as a registration name or contact details with this account.

"MY CONTACT DETAILS"

When you have received your SSE registration number during the registration, it is of great importance that you register your postal address and phone number on the page "My Contact Details (see the tab "Tools").

If you change your address while staying in Stockholm, you are responsible for updating it on the SSE Portal.

Various information is sent to the postal address you have registered: general information, invitations to the events, grade transcripts etc. The Student Association may also, if they consider it to be in the interest of the students, allow commercial distribution. You are, however, able to decline these offers. It is also common that companies contact various categories of students for recruitment purposes.

Please make sure to also register your contact information In Case of Emergency (ICE).

COURSE INFORMATION

You can find general course information in the SSE Course Catalog. All courses offered within your program are listed on the page "Course List" in the SSE Portal – see the link in the left menu on the tab "Programs". When courses you are registered for have started, course information/updates (incl. schedule) will be available in the Canvas platform.

REGISTRATIONS

Courses: All new students are automatically registered for the courses during the

first fall term. For the following semesters, you will have to register yourself for the courses you intend to attend. This is done on the page "My Upcoming Courses".

Please note that you are obliged to withdraw from courses you will not attend.

Seminar Groups: You register for and withdraw from seminar groups on the page "My Courses".

Exams: You need to register to attend an examination. Examinations open for registration around 40 days and close for registration 10 calendar days prior to the examination period. Registrations for/withdrawals from examinations are done on the page "My Courses".

EXAMS

On the day of the exam, you will be able to find information on the page "My Exams" about where you will be seated. The information is published at midnight on the day of the exam. You need to be familiar with the SSE exam rules before attending your first exam. They are available in the Student Handbook and on the Support site on the SSE Portal.

You need to bring a valid identification card to be eligible to attend an exam.

If you do not have an ID and sit down at your place in the exam hall it will be counted as a used exam opportunity for that specific course. The exam result will be registered as a Fail.

You are guaranteed examination on the same course content in one re-exam following the main exam. After that the content may be altered.



ACCESS CARDS & SECURITY

SSE is located in central Stockholm, which brings closeness to a wide variety of cultural events, sports, shopping, leisure activities etc. This also means that security procedures must be observed. Every SSE student will have to purchase an access card. The card is personal and must not be lent to anyone else.

More information will be given during the introduction days.

HOUSING OFFICE

Housing Office services are available to the students who have received housing via SSE, the office administrates lease agreements and allocation of housing. Please visit the housing website for more information.

FIRE ALARM INFORMATION

If the fire alarm is activated, everyone on the school's premises must know how to leave the building and where to assemble. There are signs posted around SSE showing evacuation routes and assembly points. Familiarize yourself with those in advance and in non-urgent situation.

OPTIONAL PROGRAM COMPONENTS

MSc students can choose only one optional component from the offerings below. Participation in one of them excludes the possibility for admission to the others.

If you would like to go abroad

MSC STUDENT EXCHANGE PROGRAM

MSc students can go on exchange to one of SSE's prominent partner universities. Most of our academic partners are members of the networks Erasmus+, PIM (Partnership in International Management) and/or CEMS (The Global Alliance in Management Education).

MSc students can go abroad for one semester (fall or spring) during the second year. A vital part of the exchange program is of course that SSE receives students from all over the world every year. The student group in most courses will consist of a mixture of SSE and exchange students. For more information, please see www.hhs.se or on SSE Portal after the enrollment.

CEMS MASTER'S IN INTERNATIONAL MANAGEMENT

SSE is the only CEMS member school in Sweden. CEMS is the Global Alliance in Management Education, an alliance of leading business schools and multinational companies. The CEMS MIM is a one-year degree program that is available exclusively to master students enrolled in the CEMS schools who also must meet strict selection criteria. The CEMS degree is only awarded in conjunction with the home school degree. For more information, please see hhs.se and cems.org. This option is not available for MSc in Business & Management.

DOUBLE DEGREE PROGRAM IN FINANCE WITH BOCCONI

Students within the MFIN program can apply for a double degree program arranged between SSE and University Commerciale Luigi Bocconi, Italy. Students enrolled in this program spend their second year at Bocconi and must fulfill additional requirements in order to graduate from both schools. You will find more information about the application and requirements here: hhs.se.

DOUBLE DEGREE PROGRAM IN BANKING AND FINANCE WITH ST. GALLEN

Students within the MFIN program can apply for a double degree program arranged between SSE and HSG, the University of St. Gallen, Switzerland. Students enrolled in this program spend their second year at HSG and must fulfill additional requirements in order to graduate from both schools. You will find more information about the application and requirements here: hhs.se.

DOUBLE DEGREE PROGRAM IN ECONOMICS WITH ST. GALLEN

Students within the MECON program can apply for a double degree program arranged between SSE and HSG, the University of St. Gallen, Switzerland. Students enrolled in this program spend their second year at HSG and must fulfill additional requirements in order to graduate from both schools. You will find more information about the application and requirements here: hhs.se.



WALLENBERG INTERNATIONAL FELLOWS PROGRAM

The Wallenberg International Fellows Program offers up to three exceptionally qualified SSE MSc students an opportunity to combine an exchange semester in the Landegger Program at Georgetown University with an internship in the USA organized by Georgetown University, as well as interaction with Wallenberg Fellows from Georgetown. The Landegger Program combines courses from the Edmund A. Walsh School of Foreign Service with MBA courses from Georgetown's McDonough School of Business. The corporate internship segment of the program will take place in the summer between the first and second years of Master's studies, followed by studies at Georgetown during the fall. Wallenberg fellows from both schools will spend time together during the program to increase and deepen the cross-cultural experience and build networks. Application and selection of students takes place during the fall of the first MSc year. You will find more information about the application and requirements here: hhs.se.





If you stay in Sweden

ELECTIVE COURSES

During the second year, students who stay in Sweden choose from a range of elective courses at SSE, offered by different departments.

Some students choose to take courses at the Stockholm School of Entrepreneurship that unites the region's top academic institutions in medicine, technology, economics, design and humanities: Karolinska Institutet (KI), the University College of Arts, Crafts and Design (Konstfack), the Royal Institute of Technology (KTH), the Stockholm School of Economics (SSE), Stockholm University (SU) and the Royal College of Music (KMH). As a natural and integrated part of each of the member schools, SSES complements the educational programs and offer students the chance to study in diverse environments outside their home institutions.

GNAM

Through the Global Network for Advanced Management (GNAM) we can offer our second-year students to take open electives courses, offered by the member schools. The courses are offered online and connect students from multiple member schools during lectures, discussions, and collaborative team projects, developing teamwork skills and crosscultural perspectives. Read more here.

XTM

The SSE Executive Trainee Module (XTM) is a 20-week module which substitutes the elective courses in the program. The model builds on two elements. Firstly, students will be given the opportunity to experience a tailor-made executive trainee program in a company. Secondly, students are required to write a case report on how to solve a real and complex problem of strategic importance to the company. The course is offered only in the fall cannot be combined with the Student Exchange Program, the MSc in International Business program, any of the double degree programs or Wallenberg IFP. For more information, please see hhs.se.

MSC-PHD PARALLEL ENROLLMENT

First-year MSc students, who have already decided that they want to pursue a PhD after MSc studies, can be admitted into the SSE PhD Program through MSc-PhD Parallel Enrollment scheme. If you are accepted into the PhD Program, you begin your PhD studies in the coming fall semester and have some of the PhD courses counted towards your MSc degree as well. To start the PhD Program in the fall, all Parallel Enrollment MSc students must have achieved 60 ECTS during the first year of their MSc studies.

Parallel Enrollment allows you to shorten the time spent on your MSc and PhD studies at SSE from six years in total (2+4) to five years but requires that you are disciplined and keep an adequate study pace in order to succeed. Please, note that SSE MSc students compete with all other applicants for a spot into the PhD programs.

For further information on Parallel Enrollment, please see the MSc Degree Requirements.

DATA ANALYTICS TRACK

The Data Analytics Track is a combination of existing courses at SSE. Upon the successful completion of the coursework, a note regarding the completion of the Data Analytics Track is included in the degree certificate.

The courses must be studied only at SSE. It is not possible to transfer courses taken either at a partner university during Exchange or Double degree programs, or other universities

Students are required to take a preparatory course in the programming language "R" and choose three other relevant courses from a stipulated list. More information will be given to you during the fall semester.

SUSTAINABILITY TRACK

The Sustainability Track is a combination of existing courses at SSE and is open to all MSc students. Upon the successful completion of the coursework, a note regarding the completion of the Sustainability Track will be included on the degree certificate.

The track is open to all MSc students who are interested in the topic of sustainability and would like to add a sustainable orientation to their academic profile. The courses must be studied only at SSE. It is not possible to transfer courses taken either at a partner university during Exchange or Double degree programs, or other universities.

Students are required to write thesis within sustainability and choose two other relevant courses from a stipulated list. More information will be given to you during the fall semester

Students in the MSc in International Business can apply for MSc Student Exchange Program and Wallenberg International Fellows Program, and decide to opt out of CEMS MIM and meet the exchange semester requirement via the two options mentioned above.

COURSES OUTSIDE DEGREE REQUIREMENTS

SWEDISH LANGUAGE COURSES

Our students do not need to speak Swedish to enroll and succeed in the program as all MSc courses at SSE are offered in English. However, knowledge of Swedish can help you enrich your experience at SSE and in Stockholm. In addition, knowledge of Swedish is essential for anyone hoping to work for a Swedish firm. While the major Swedish organizations operate globally, adopt an international outlook and use English as their corporate language, their operations in Sweden are rooted in the local society and use the local language in many contexts.

Therefore, SSE offers Swedish language classes free of charge to all international students. There are courses for different levels of proficiency. You can register for these courses as soon as you receive your SSE student number. The credits for those courses are not always counted towards MSc degree, you need to check this in

the course information first. Successfully completed courses that are not counted towards MSc degree are however always listed on a supplement to the degree certificate.

OTHER COURSES

SSE also offers several other courses outside the degree requirements. Among them are language courses, courses offered by the Swedish Program (an independent program, sponsored by a consortium of American colleges and universities, and affiliated with the Stockholm School of Economics), tax law, etc. The current list of the courses is available on SSF Portal. The credits for those courses are not always counted towards MSc degree, you need to check this in the course information first. Successfully completed courses that are not counted towards MSc degree are however always listed on a supplement to the degree certificate.





PROFESSIONAL SERVICES SUPPORT

Studying at SSE can be rather intense, and it is important that all the practicalities surrounding your study situation are working smoothly. We take a sincere interest in the students' well-being and integrity, and you are always welcome to contact SSE staff for any reason. The school has a very strict policy concerning harassments of all kinds, and there are disciplinary measures for violations.

INFO CENTER

If you have questions but do not really know where to turn, you are very welcome to visit Info Center located in the Atrium in the main building. The Info Center can provide certificates and transcripts, has general information about the school and if you lost something there is a lost & found box. You can also reach us by phone +46 8 736 90 00 and by email info@hhs.se.

ACADEMIC GUIDANCE

Teachers and staff are willing to provide help and support, but you are the one responsible for ensuring that your studies are successful. If you experience some problems following the study pace of the program or have difficulty developing good study routines, you may contact an Academic Advisor academic.advisor@hhs.se.

PEDAGOGICAL SUPPORT TO STUDENTS WITH DISABILITY

All students who have been diagnosed with a disability have the right to apply for special pedagogical support in their studies. The goal is to provide the opportunity to study on equal terms for all students. Pedagogical support involves various forms of efforts and measures to remove, compensate or overcome obstacles that may arise in the study situation. Please find more information in Guidelines for support to students with disabilities at SSE. Email: specialneeds@hhs.se.

STUDENT HEALTH AND WELL-BEING

Being a student can be challenging, stressful and worrying at times and it may cause a negative impact on your well-being as well as on your studies. As a student at SSE you are welcome to contact Stockholm Student Health Services, for free for all SSE students. The Stockholm Student Health Services provides nurse and counselor services through individual counseling and consultation, as well as organized group activities and workshops. Please read more here.

STUDENT IT SUPPORT

Student IT Support will assist you with everything related to the student computer environment at SSE: passwords, printing, solving technical problems with SSE computers, as well as with connecting your own laptop to the SSE wireless network. At Saltmätargatan 13–17, you have access to two pc labs with computers as well as printers and scanners. In the pc lab called "Bunker" there are two special computers that have the program Eikon. The pc labs are open 24 hours a day, seven days a week. Since the number of student computers is limited, SSE strongly recommends bringing your personal laptops.

You will find further information at SSE Portal

DIVERSITY, EQUITY AND INCLUSION

At SSE, we actively work for increased diversity, equal opportunities and inclusion of everyone, as well as an environment that is free from discrimination and harassment. Our goal is that students feel encouraged and welcome to study at SSE regardless of their gender, ethnicity or origin (including skin color and language), gender identity or expression, social background, disability, sexual orientation,

age, or religion or other beliefs. We also provide different kinds of pedagogical support to students with permanent disabilities. Read more here.

LIBRARY

SSE Library is a fully equipped research library open for students, researchers and the general public. It covers the fields of business administration and economics, but also has collections in law, statistics and social sciences. The library is in the historic part of the building and is famous for its beautiful book tower. With a lot of study places, it's a popular spot among students.

The collection is acquired in collaboration with SSE researchers and contains digital as well as printed resources. The library subscribes to virtually all major academic journal databases and also to a majority of databases on statistics and company information. As a student you have access to almost all digital resources both on and off campus. The textbook collection includes a limited set of all course books.

Classes about information search and library resources are held for all bachelor and master students writing their thesis, and the library also offers the possibility to book a librarian for individual tuition. On top of that the library hosts the event series SSE Library Sessions with workshops, author talks and lectures on literature and writing.

For further information please visit the library web pages or follow us on Instagram!







FINANCIAL TIMES

SSE has a license agreement with Financial Times that gives full and unlimited access to ft.com through desktop and mobile devices. The subscription also makes it possible to make use of additional digital features. Sign in with your student email address to gain access. Contact SSE Library if you have any questions.

CAREER MANAGEMENT & PROFESSIONAL DEVELOPMENT

Career Management offers a wide range of services and tools to support you during your studies at SSE. Our Career Hub is a frequently used source for internships, full-time and part-time jobs, various career tips and one-on-one career coaching for feedback and advice. You will get access to these services after you have enrolled. We welcome you to already follow us on LinkedIn, which displays some of our activities.

MENTOR PROGRAM

SSE invites you to take part in the Mentor Program for MSc students. The Mentors typically have at least five years of professional experience, including leadership responsibility. They represent a broad range of career paths and experiences, including general management roles and expert roles, as well as academic backgrounds in various business disciplines (the corporate sector as well as the non-profit and entrepreneurial sectors are included). The program starts in October and information on how to apply will be provided at the beginning of the semester.

More information about (Career Management and the Mentor Program) here.

THE STUDENT ASSOCIATION (SASSE)

SSE has one of the Nordic's most active student associations, offering extensive opportunities to influence your education and get involved in various projects outside of your studies. The premises located on the lower level of Sveavägen 65 houses most of our committees as well as the SASSE Reception.





At the SASSE Reception, you will be able to get assistance with the Mecenat Card, get access to the various student association rooms. This is also where the association's presidium has their offices, which are always open for you to come in and voice your opinions or ask questions.

For further information, please contact receptionist@sasse.se. You can buy SASSE and SSE apparel here.

STUDENT INFLUENCE ON EDUCATION

All MSc/BSc programs are continuously monitored through course evaluations at the end of each course period and via feedback from student focus groups.

The SASSE Education Committee exists to ensure the education at SSE meets the expectations of the students as well as those of future employers. If you have any comments or ideas about your education, please contact the President of the SASSE Education Committee at edupres@sasse.se, or your head student representative, Head of MSc Programs at edumsc@sasse.se/

ALUMNI

The SSE Alumni Office seeks to engage alumni fully in the life of the school as valued supporters, advocates, and lifelong learners who contribute to and benefit from connections to each other and to SSE. During your time at SSE as a student, you will have many opportunities to interact with alumni and grow your professional network. Upon graduating, you will join a global network of over 20,000 SSE alumni, where you will have the opportunity to stay engaged with the school and the students who will follow in your footsteps.

Learn more about the activities, networks, and events you will get to take part in by visiting hhs.se/alumni.

WHOM TO CONTACT

ACADEMIC ADVISORS

academic.advisor@hhs.se

SPECIAL NEEDS

specialneeds@hhs.se

JENNIFER LINDER

Program Manager
MSc in Economics and overall MSc level
E-mail: jennifer.linder@hhs.se

FANNI ANTAL

Program Manager
MSc in International Business
E-mail: fanni.antal@hhs.se

ANDREAS DAHLBERG

Program Manager MSc in Business & Management E-mail: andreas.dahlberg@hhs.se

SARA DREWS

MSc in Finance
E-mail: sara.drews@hhs.se

Program Manager

TERI WILLIAMS

MSc Exchange Program Manager (outgoing and incoming students) E-mail: teri.williams@hhs.se

LOUISA KELLMAN

International Project Coordinator,
WIFP & GNAM
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ELIZABETH BRIGGS

International Project Coordinator Double Degree Sciences Po E-mail: elizabeth.briggs@hhs.se



STOCKHOLM SCHOOL OF ECONOMICS

The Stockholm School of Economics is rated as the top business school in the Nordic and Baltic countries and enjoys a strong international reputation. World-class research forms the foundation of our educational offering, which includes bachelor, master, PhD, MBA, and executive education programs. Our programs are developed in close cooperation with the business and research communities, providing graduates substantial potential to attain leading positions in companies and other organizations. The school is accredited by EQUIS, certifying that all of its principal activities – teaching as well as research – maintain the highest international standards. The Stockholm School of Economics is also the only Swedish member institution of CEMS and PIM, which are collaborations between top business schools worldwide, contributing to the level of quality for which our school is known.

Stockholm School of Economics

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