Frequently asked questions, students

The graphic element on Sisu’s frontpage does not load or it looks like something is missing from it. Why?

The graphic element on Sisu’s frontpage is based on the personal study plan (HOPS) you have edited most recently. If you have created a new HOPS and left it empty, the graphic element cannot find any data to visualise. Similarly, if you have several rights to study, the graphic element is based on the HOPS you edited most recently. It does not display the overall situation of all of your rights to study. Until further notice, Oodi is the primary data storage location. As Sisu is not necessarily able to retrieve all data from Oodi, the graphic element may look like something is missing.

What measures will Aalto University take to make Sisu accessible for all students?

Sisu is unfortunately not fully accessible, and it does not comply with the requirements of Level AA of the Web Content Accessibility Guidelines (WCAG) 2.1. Sisu’s accessibility statement is available on its frontpage (sisu.aalto.fi).

Sisu’s accessibility barriers make it difficult to use with a screen reader, for example. All Finnish universities using Sisu are continually working together with the system provider to make Sisu more accessible. However, some issues are estimated to be resolved as late as in 2023.

Aalto University is going to launch an accessibility support service for students. In practice this means that a support person from Learning Services either helps students use Sisu or uses Sisu on their behalf. In addition, the accessibility statement of both the Sisu system and Sisu user instructions will be actively updated. The accessibility support service will be available for students by the time Aalto University fully switches to using Sisu.

Why does Sisu suggest that I should apply for an extension to my right to study? According to WebOodi, my right to study is still valid for a while. (Spring 2021)

As of spring 2021, not all data stored in Oodi has been transferred to Sisu. The information and data stored in Oodi take precedence over those stored in Sisu. To check the period of your validity of your right to study, please go to WebOodi. If Sisu asks you to apply for an extension to your right to study in spring 2021 but Oodi states that your right to study will not expire on 31 July 2021, you do not need to apply for an extension. Oodi has functionalities which ensure that the period of validity of your right to study is registered and displayed there correctly. If Oodi states that your right to study is about to expire, apply for an extension through eAge. For further information and help, please contact Student Services (studentservices@aalto.fi).

Personal study plan

What do I need to do if I have the following problems with my Sisu study plan

- Content related
- Why there is a certain structure in the degree program's structure according to which I'm making my study plan
- How to put my old studies to the Sisu study plan
- How to plan my studies
- You have send your study plans study modules for approval and you are waiting for answer
- My study right (program or major) is not correct in Sisu
- Sisu says I don't have study right (for example master)
- If you have started your studies earlier and you don't know which curriculum period to choose when creating a new study plan in Sisu

In all these cases contact your school's /programme's student services. Look for programme’s Into pages for contact information: https://into.aalto.fi/display/en/Homepage
Does my study plan transfer automatically from WebOodi to Sisu?

No, it doesn't. You must unfortunately create your study plan in Sisu separately.

How should I start the process of making a personal study plan (HOPS) on Sisu? I know nothing about Sisu!

When you start making a HOPS on Sisu, parts of the structure are created automatically. In some sections, you need to select courses yourself. Some sections may require separate approval which may feel odd. A good way to approach this is to use the HOPS templates of your degree programme and major. While doing so, also read the instructions: Making a personal study plan (HOPS). If you need help making a HOPS and selecting courses, contact the learning services of your degree programme or major.

What is Free edit mode in Sisu study plan

It is a function where you can suggest changes to your study plan (e.g. if you have received an exemption). Changes always require an approval.

The Free edit mode can be found in the study plan's selection assistant. The selection assistant will appear when you click the different headers of your study plan. Free edit mode can be found at every hierarchy level of the study plan.

See instructions: Applying for approval and Free edit mode

Why some sections of my HOPS are marked as ‘deleted’?

All degree structures and study modules were amended in the 2020–21 academic year. If something is marked as ‘deleted’ in your HOPS, please create a new HOPS. If only a single study module (such as a minor) is marked as ‘deleted’, it should be enough if you remove the study module and re-add it to the same section of your HOPS.

If I have already graduted as a bachelor do I need to do the study plan for a bachelor’s degree in Sisu?

You don't need to fill in the bachelor's part in your Sisu study plan if you have already graduated as a bachelor. You can do only the master's degree part of your study plan.

I can't see all my completed credits in my Sisu study plan or add them to it

All completed credits should be in Sisu at the latest in April 2021.

Due to technical issues, some of the credits have been transferred to Sisu as individual studies and for that reason they do not appear on the left side "Add to the plan" tab nor as completed in study plan.

These studies can be added to the study plan by choosing the module and free edit. In the assistant window on the right you can find "Add a course you have already completed" title. See detailed instructions at Applying for approval and Free edit mode.

I'm a doctoral student and have completed all required credits and my study plan has been confirmed ("opintojen vahvistaminen"). Do I need to do something in the new Sisu system?

Yes you do if you will not graduate by 24.5.2021. Create a study plan on Sisu according confirmed study plan and ask for approval.

I can't add my completed course to the Sisu study plan.

It is possible due to technical issues, some of the credits have been transferred to Sisu as individual studies and for that reason they do not appear on the left side "Add to the plan" tab nor as completed in study plan.

Completed study is in Sisu but you are not able to add it to your Sisu study plan.

In this case check if you can see it in Completed credits, which can be found from My profile.

It is possible due to technical issues, some of the credits have been transferred to Sisu as individual studies and for that reason they do not appear on the left side "Add to the plan" tab nor as completed in study plan. These studies can be added to the study plan by choosing the module and free edit. In the assistant window on the right you can find "Add a course you have already completed" title. See detailed instructions at Applying for approval and Free edit mode.
Why does my HOPS say that I have ‘no study right’ although according to WebOodi, my right to study is valid?

When you start making a HOPS on Sisu, parts of the structure are created automatically. In some sections, you need to select courses yourself. Some sections may require separate approval which may feel odd. A good way to approach this is to use the HOPS templates of your degree programme and major. While doing so, also read the instructions: Making a personal study plan (HOPS). If you need help making a HOPS and selecting courses, contact the learning services of your degree programme or major.

Can I copy my study plan if I have been asked to create a new one because there has been an error?

Unfortunately, you cannot. Please create a new HOPS from scratch.

Why are some courses not marked as completed in my HOPS in Sisu? Why can I not add courses I have completed to my HOPS?

For technical reasons, some completed courses have been transferred to Sisu as custom course credits. As a result, they may not show in your HOPS or in the Add to the plan section on the left.

To add these courses to your HOPS, do this: Go to the desired section in your HOPS. Then select the free edit mode. The selection assistant will display the following text: Add a course you have already completed. More detailed instructions: Applying for approval and Free edit mode

What do I need to do if a study module in my HOPS is marked as ‘approval required’?

Some study modules in your HOPS may require you to separately apply for approval. More detailed instructions: Applying for approval and Free edit mode

What should I do with courses with varying scope and courses with varying content?

More detailed instructions are available on the Sisu Help website:

Course registrations

Does my study plan need to be approved before I can register for courses?

No, approval of the study plan is not required for course registration in Sisu.

How can I complete extra studies, if the courses need to be in my study plan in order to register for them?

You can add extra studies to your elective (optional) studies in HOPS, or change the contents of your elective studies according to what extra studies you are taking. If you add more electives than your degree is meant to contain, you may get a message in Sisu saying that your HOPS is against the rules. However, that doesn’t prevent you from registering for the elective. When your graduation time is approaching, you need to finish your HOPS so that it contains only the studies that will be included in your degree.

How can I view a courses timetable and teaching events?
Teaching events (which refers to lectures, exercises/practices or exams) can be found in the course info sheet.

1. Open the course info sheet by clicking the course code in your study plan or on the Search page.
2. Open the Completion methods tab.
3. Choose the version you want (‘2021–2022’, for instance) from the dropdown menu under the course name.
5. Choose the Teaching groups and events tab, where you’ll find a list of the teaching events for the course.

You can also find the teaching events for a course in the calendar view when you are registering.

I am a doctoral student. Where in my study plan can I add extra studies?

Doctoral students have study module in the study plan called "Extracurricular studies". You can include extra studies there in order to register for course.

After the studies are completed, you should remove them from the study plan because the will not be part of the degree.

Courses already completed but not part of the degree do not need to be included to the study plan. These course can be browsed in your Completed studies section.

If I register for a course which has a limited number of seats, can I see my place in the line for the course in Sisu?

Unfortunately not, you can only see an estimate in Sisu about if you would be getting a place in the course if the registration would end at that particular moment.

Can course registrations be archived in Sisu like in WebOodi?

Unfortunately, you cannot. This affects the visibility of the courses on MyCourses. However, on MyCourses you can filter the view to show only ongoing, future or past courses. The questions related to removing the chance to archive registrations are still being worked out with MyCourses personnel.

Can I remove the course from my study plan when I'm still in the process of completing the course?

This is not recommended, as by keeping the course in the study plan until you have completed it and gotten graded ensures that the completed course is registered successfully in Sisu.

How can I plan my course schedule in Sisu?

Before registering for courses, you can add the times of practice (exercise) groups or studies to your study calendar and see how they fit alongside your other courses. In this way, you can coordinate lecture and practices group times into your own schedule.

Can a course be removed from my HOPS plan if I haven't completed the course?

This is not recommended since Sisu generally needs a course to be in HOPS to ensure that its completion status is entered correctly. You should keep the course in your HOPS plan until you have received a grade for it.

Will I be informed whether I got into a course before the course starts?

If there is no limit on the number of participants, Sisu will approve you for the course immediately as long as you meet the basic requirements for registering. If there is a limit, the registration period will end seven (7) days before the course starts, as teachers and administrators need time to confirm the participants. It was done the same way when Oodi was in use. You will be informed before the course starts in the case of courses that limit the number of participants. Sisu will show whether you got a spot in the course or not.

Does Sisu let me cancel a course registration?

Yes, you can cancel your registration so long as the registration period is still open and the teaching has not yet begun. Some courses have extended time for cancellation, but this is specific to the course. If it is no longer possible to cancel registration, you can choose the option of discontinuing your participation in the course.
I can’t register to the course on my HOPS

If you have already created a study plan during an earlier academic year and used it to register for courses, Sisu will automatically display old versions of courses.

Instruction how to change course version

1. In your study plan, click the code (name) of the course you want to change.
2. The info sheet opens. Click version: zzzz-xxxx under the name of the course.
3. A list opens and you can choose the current semester.
4. A blue banner appears in the top of the screen, confirm your selection from “Switch to this version”.

Sometimes the banner might be under other banners, so click the other banners away until you find the right one.

If you created your study plan during previous academic year and you use the search function to register to a course that’s included in said study plan, after registration you may get an error message saying: You have enrolled. The enrolments have not been confirmed yet. Requirements are not fulfilled. You cannot be selected for the teaching.

Requirements: Course is included in the primary study plan.

This is because the course in your study plan is still using last year’s version since courses are by default in the same version as the study plan.

You can fix this by

1. Updating the version of the course in your study plan to match the current academic year.
2. Remove the previous registration.
3. Register and enroll again.

Is there a late enrolment for courses?

For courses that limit the number of participants, you can register in the late enrolment period if there are still spots available in the course. The possibility is course-specific, however.

How are practice (exercise) groups selected when registering for courses in Sisu?

If a course has several practice groups, you can indicate your preferences for each group; the options are ‘preferred group’, ‘suitable’ and ‘not suitable’. Sisu will factor in your preferences when assigning you to a group. Sisu will not place you in a group you marked as ‘not suitable’. If you didn’t get your first choice (‘preferred group’), Sisu will assign you to one you marked as ‘suitable’. When Sisu calculates the registrations, ‘preferred group’ and ‘suitable’ have equal weight in the sense that students who marked all their possible study groups as ‘preferred groups’ are not given precedence over students who marked their groups as ‘suitable’. The prioritising criteria for who gets into a course have to do with whether a course has compulsory lectures and practice groups, for example, so that a student must get a place in both in order to obtain a spot in the course.

If you mark a strong preference for only one group when there were three available and the group is in high demand among other students, you may not be assigned to it and therefore not get into the course at all. Therefore, you should mark several practice groups as ‘suitable’ if the schedule of the groups is OK for you.

Why does Sisu draw lots to see who gets in a course for students who have the same priority?

Sisu decided on this solution when developing the program with the input of other universities and universities of applied science. This was decided upon as a transparent and fair way to resolve such situations. Compared to Oodi, this is a major change, as students then were admitted into a course in the order of their registration. This is not possible in Sisu, however.

How do I register for a course that I have completed in previous academic year and I want to re-take in order to improve my grade?

If you are registering for a course you have already completed in previous academic year in order to raise your grade, you should use the course search function to register. For detailed instructions, see Registration for courses.

Completed studies

Why are the study modules that I have completed not visible in Sisu?
The completed studies of students who graduated no later than on 24 May 2021 were listed in Oodi. When completed study modules were imported from Oodi to Sisu, their status was changed from 'completed' to 'to be evaluated'. This was necessary to enable Sisu to process study modules. You can add these study modules to your HOPS on Sisu. Your study modules will be compiled and evaluated on Sisu when you apply for graduation.

How can I get a transcript of records on Sisu?

Until 30 July 2021, transcripts of records are available on WebOodi. From 9 August 2021 onwards, they are available on Sisu. Read more: https://wiki.aalto.fi/display/SISEN/Transcript+of+records+and+certificate+of+a+student+status

Graduation and degree certificates

Do I need to have my study plan approved before requesting for graduation in Sisu?

In Sisu the study plan is not approved in full. There can be study modules in your study plan that you have to get approved before requesting for graduation in Sisu.

When do I get my degree certificate when graduating on 28.6.2021 or 30.7.2021?

The degree certificates can be received after the service disruption due to Oodi-Sisu exchange. The service disruption is on 31.7.-8.8.2021.

The graduation I applied for in the summer of 2021 has not yet been registered in Sisu. Kela needs this information. How do I proceed?

There is a delay in the processing of the summer 2021 graduation requests due to Aalto’s switch from Oodi to Sisu. All requests will be processed as soon as possible. If you have received a request from Kela to provide information on your graduation, you can ask Kela for an extended processing time. Tell Kela that the delay is caused by circumstances outside of your control, namely Aalto’s new study information system.

I can't find the graduation instructions concerning Sisu practices in Into

The instructions regarding practices with Sisu are updated during spring 2021.

How do I apply the Master's program study right in Sisu?

At moment it is not possible to inform in Sisu to which master's program or major you would like to continue after bachelor's studies. The notification procedure will be done outside Sisu and there will be more information during spring 2021. You cannot apply for master's program study right in Sisu if there is a separate applying process.

Where can I see that I have graduated as a Bachelor

When the degree is confirmed in Sisu you can see the Bachelor's study right as "completed" in your study plan and there is a graduation leaf icon in your study right. If your degree is confirmed in Oodi and transferred to Sisu you can only see the graduation leaf icon in your study right.

Can I request graduation through Sisu if the courses I have taken have not all been registered as completed yet?

Yes, you can request graduation on Sisu even if some of the courses you have completed have not been registered there yet, such as your bachelor's or master's thesis, maturity essay or similar. Read more: Request for graduation Also read the graduation instructions of your programme on Into.

Where can I find information on certificate award ceremony dates and deadlines?

Certificate award ceremony dates and deadlines are listed on the graduation page of each programme. Go to the Into pages of your programme and read more on the subpage 'Graduation'. https://into.aalto.fi/display/en/Homepage
Is graduation requested on Sisu in the same way regardless of the degree level (e.g., bachelor’s and master’s degrees versus licentiate or doctoral degrees)?

The graduation request on Sisu is technically identical and works in the same way for everyone, regardless of the programme from which you graduate or the degree you will complete. There are some minor differences: bachelor’s degree graduates are asked to fill in the Finnish Bachelor’s Graduate Survey while others are asked whether they want to participate in alumni activities, for example. Instructions: Request for graduation

Credit transfer

I am studying second degree in Aalto and want to use the same language studies than in the first one. How do I do that?

You need to apply for credit transfer in this situation. Please see the instructions Credit transfer: Incorporating studies in your degree by credit transfer#samatRecognitionofthesamestudiesinaotherdegreeatAaltoUniversity. When compulsory studies (like language studies) are in question please apply for substitution of studies.

When do I apply for credit transfer?

If you have credits/study attainment from another institution that you think corresponds to the Aalto course in your degree, apply for a substitution.

If you have credits/study attainment from another institution that you think is suitable as part of your degree but does not directly correspond to any of Aalto’s courses, apply for inclusion.

When do I apply for custom course credit?

If you do an individual study assignment at Aalto that you agree with the teacher and you cannot register for it in Sisu, apply for a custom course credit. Your application will be processed on the basis of the notice for course credits provided by the teacher.