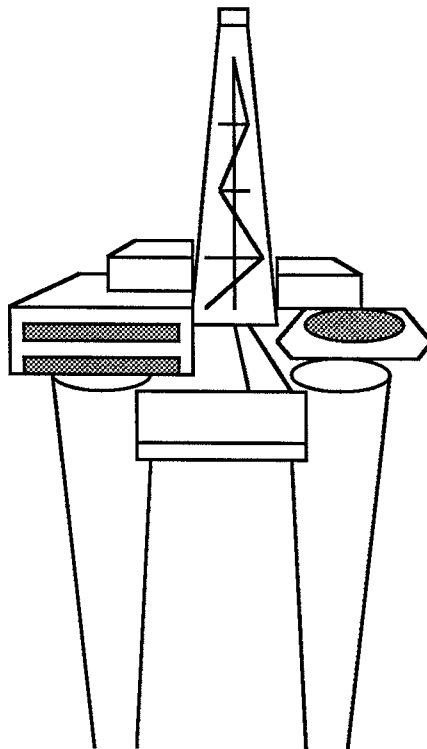


MASTER OF ENERGY MANAGEMENT

STUDENT HANDBOOK

1990/1991



Dear MEM Candidate,

I am very pleased to welcome you to the Norwegian School of Management. Enclosed you will find an abundance of material that could prove to be useful in the upcoming months.

A significant amount of this material is basic information, so those of you who have lived in Norway please bare with me.

In the event that you need further information, I can be reached in room #2318 or at #470757. Please don't hesitate to contact me.

Best of luck for the future,



Sarah P. Hormel
Project Coordinator

August 3, 1990

Master of Energy Management:

Dear

Enclosed you will find an abundance of information. Please read through the following carefully.

We are looking forward to seeing you.

Sincerely yours,

Sarah P. Hormel.

Dear student.

Immatriculation and first day of study of the Master in Energy Management will be 27 August 1990. Students are expected to meet at 09.00 in auditorium number 5 at the Norwegian School of Management (Bedriftsøkonomisk Institutt in Sandvika; see map further down).

First lecture will be held by John Hart.

Social gathering - Boat trip

On Sunday 26 August there will be a boat trip for all persons included in the program, included those of the teaching staff who are in Norway at the moment, all students and key person on Norwegian School of Management you will be in contact with while studying.

The trip is arranged in collaboration with the MBA-program, and all these students and staff will be present.

Housing:

As for most of students accepted, we have been in contact with you already in order to arrange housing according to your personal wishes. For those who yet have not been in contact with us, we ask you to call immediately, as finding an apartemente in mid august is extremely difficult.

If you are not able to reach us by phone, please write all relevant information (single/in group, price, Oslo/Sandvika, e.g.)

Dear student

We have collected some information we think will be useful for you as a student at NSM. You will also find a practical guide to help you to get a general idea of such things as transport, public libraries, price level, e.g.

Of course, several things have been left out. We will advise you to take contact with us.

The MEM staff(in order of dissapperence):

Professor Øystein Noreng (office: /Phone:)

Associate Professor Svein S. Andersen:(/)

Tor Jacob Ramsøy (/)

Sarah Pendelton Hormel (/)

Hans Petter Blad (/)

Tore G. Rokstad (/)

Thor Kristansen (/)

Collective transport

All public transport in Norway is expensive, so we advise you to consider your needs thoroughly before you decide upon what kind of pass to buy.

A monthly pass covering both the Sandvika region and the whole of Oslo costs 530 NKr a month. (You will need a photo. They can be bought at the train station in Sandvika.) Monthly pass for the Sandvika region is 400 NKr (which means, if you live in Sandvika, and go to Oslo more than 6 times during a month, it is worthwhile buying a card covering Oslo also).

For monthly passes, they can also be bought for the Sandvika region (and you will then have to pay 13NKr extra for going to Oslo).

Single ticket: 10 NKr (Sandvika), 13 NKr (Oslo).

Ticket coupon: 100 NKr / local coupon 80 NKr.

Monthly pass (Sandvika): 400 NKr

Monthly pass (Sandvika/Oslo): 530 NKr

Please note that all kinds of tickets (except monthly passes) give free transit within an hour after time stamped on ticket

Prices in Norway

Here you will find a selected list of prices of some articles, in order to give you an idea of the price level in Norway. The prices may vary, but we think it will serve as an indication (all is in norwegian kroner).

Milk, 1 liter:	7,55	Dark bread:	14,70
Brown cheese, $\frac{1}{2}$ kg:	31,50		
Butter, 1/2 kg	16,50	Margarine 1/2	8,00
Tomatoes, 1 kg	37,90	Apples, 1 kg	14,30
ranges, 1 kg	10,80	Bananas, 1 kg	16,60
Coffee, 1/4 kg	12,60		
Meat, various qualitties		80-150,-	
Hamburger meat, 1kg	99,80	20 Cigarettes	31,30
Tooth paste	14,95	Soap	8,00
Dinner, restaurant		100-300,-	
Beer, pint, restaurant		36,-	
Soft drinks, bottle	6,10	Chocolate bar	5,00
Movie ticket	40,00		

Student loans/Grants/Visa

Student loans

All of you have received information about student loans, included in the information packet. Those of you entitled to loans in Norway will have to apply after arrival. Schemes can be found in the secretary at NSM. If you are not sure whether or not you are entitled to loan, please call or contact us upon arrival.

Grants

Students that are not informed about having received grant can not expect to have any....

Visa

As for the short time from applying Visa, until start of course, we will ask you to contact us as soon as you have sent in your Visa application, and we will then take contact with the Department here in Oslo in order to help your application through as quick as possible. It is most important, that you have your finances in order when applying. Authorities are strict, and Visa will not be granted if you can not sufficient economic support.

Forth: Adresse to libraries, oil-wells, e.g.

NB: Individual library practices may vary, but most foreign students will probably not be able to check out books from the libraries outside BI, but they can be ordered through the library at BI, which logically then will take some more time. For further information, please contact the library at BI.

During the first week students will have information directly from the staff of the library, and will be shown how to find their way there.

Universitetsbibloteket (University Library) is the combined university and Norwegian national library. All books, papers and magazines printed in Norway are deposited in the University Library. In addition, they have the largest collection of academic works in english and other foreign languages. The library has smaller libraries at the department level (e.g. History, Mathematics) or for several departments combined (e.g. Social Sciences). These are located in departments, i.e. mostly at Blindern.

Universitetsbibloteket i Oslo (University Library, Norwegian National Library),

Drammensveien 42 (Lapsetorvet/Sollie plass),

0255 Oslo 2

Tel: 55 36 30

Open from 08.00 to 19.00

Reading room open from 08.30 to 19.00

Transport: From Nasjonalteateret station, streetcar no. 2 or 9.

Universitetsbibloteket - faculty of Social Sciences Branch,

4th floor,

Eilert Sundts hus,

Blindern, University of Oslo

Tel: 45 53 04

Open from 10.00 to 14.30

Transport: From Nasjonalteateret station, subway number 12 (destination Sognsvann, station, Blindernveien).

Statistisk Sentralbyrå (Central Bureau of Statistics, or Census Bureau), has a good subject file and is the best place for national and international statistical sources.

Statistisk Sentralbyrås bibliotek,

Skippergata 15,

0152 Oslo 1

Tel: 41 38 20

Open from 09.00 to 14.30

Transport: Train/bus to Sentralbanestasjonen (Central Train Station).

For international relations:

Utenriksdepartementets bibliotek (Ministry of Foreign Affairs Library),

7. juni-plassen 1,

0032 Oslo 1

Tel: 34 31 31

Transport: Central in Oslo (Nasjonal or Sentral - train stations).

Nobelinstituttets bibliotek (The Nobel Institute Library),

Drammensveien 19,

0255 Oslo 2

Tel: 44 20 63

Transport: Streetcar no. 1 and 2.

Deichman is a statal chain of libraries placed all over Norway.
The main branch adress is:

Deichmanske bibliotek (Deichman Library)

Henrik Ibsensgate 1,

0181 Oslo 1,

Tel: 20 43 35

Transport: Train to Sentral train station.

Relevant departments and institutions:

Foreign Department/Utenriksdepartementet

The Oil Directory/Oljedirektoratet

ministry?

NUPI/Norwegian Institute for Foreign Policy

Bygdey Alle 3

tel: 44 58 20

transport. Street car nr. 2 / Bus 30/31

Visiting lecturer Ole Gunnar

Austvik is a scientist at NUP1.

May, 1990

Dear Applicant,

We are very pleased that you have chosen to apply for the one-year Master's Program in Energy Management. The brochure for the MEM Program is not yet completed and we apologize for the inconvenience. Rest assured that it will be sent immediately upon completion. We realize that this application requires time and effort and we greatly appreciate your thoroughness.

In order to ensure a speedy application process, please follow the directions carefully.

1. Complete the Application by answering all of the questions.
2. Enclose 3 recent pictures of yourself. These pictures are only required for administrative purposes, i.e. student directory.
3. Please enclose a check for NOK 300 (USD 50) made out to The Master of Energy Management Program.
4. If you have a curriculum vitae (resume) in English or Norwegian, please submit that also.
5. The letter of recommendation is to be submitted to an employer, professor, or someone who you feel is an appropriate judge of your character. Please give this person a self-addressed and stamped envelope. At no time during the application process are you privy to the contents of this letter.
6. Official transcripts from all the university's and professional schools that you have attended are also required. (Note: an official transcript is one that has not passed through your hands.)

Please do not hesitate to call either Sarah Hormel (02-470757) or Tor Jakob Ramsøy (02-470578) if you have any questions or problems regarding the application process. We look forward to hearing from you!

Sincerely,

The MEM staff

copy

1990

University of Oslo

INTERNATIONAL SUMMER SCHOOL

PS: Check out: Sandvika

INFORMATION BULLETIN NO. 4

Sandvika / Oslo.

Månedskort - Transportation Passes

The cheapest way to get around Oslo by public transport is with a pass for unlimited travel within the city limits. These passes cost NOK 440,- per month or NOK 120,- for a 7-day pass. They are valid for travel on buses, trams, and on all the subways, east and west ("T-banen") and on NSB local trains within the city. They can also be used on boats to the local islands, Bygdøy and Hovedøya.

Those who do not already have a pass, can buy one from the counter at the National Theater station, or from the Oslo Transport Authority office at ~~Kirkeristen (near Domkirken - the main church in the middle of the city)~~, or from "Trafikanten" - the Oslo Transport Authority ticket and information office at Jernbanetorget (just outside the Oslo Central Railway Station, open weekdays 07:00 to 20:00, weekends from 08:00 to 18:00, Tel. 17 70 30).

You must remember to bring a passport-size photograph! The passes may then be renewed for another month at the same places, or - more conveniently - at the University Post Office and at Narvesen kiosks (newsstands), which are located throughout the Oslo area, also at Majorstua).

Passport photographs are most easily obtained from the camera shop in the University Center, ground floor. A photo automat is located in the vestibule of Majorstua Station.

See the sample card posted on the ISS bulletin board.

Ticket Coupons (Flerreisekort)

You can purchase a card/coupon for NOK 135,- ("Maxi-kort"), which entitles you to 12 trips on the mass transit system. A "Mini-kort" for 5 trips costs NOK 60,-. The card is inserted in the orange machines as you board; if you wish to transfer you may do so up until one hour from the time stamped on the card. It is not necessary with a photograph and the card/coupon can be purchased at the same places as the "Universalkort" and also directly from the driver on the trams, buses, etc.

Single Tickets

Each single ticket inside the city limits costs NOK 13,- and they are usable for transfer within one hour.

Also possible: weekly!
Also: for 1/2 year



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Universitetet i Oslo

DEN INTERNASJONALE SOMMERKOLE

INFORMASJONSBULLETTIN NR. 4Månedskort - transport

Den billigste måten å bruke offentlig transport i Oslo på, er med et månedskort for reiser innen byens grenser. Kortene gjelder i én måned (som koster NOK 440). Man kan også kjøpe et 7-dagerskort for NOK 120,-. Disse kortene er gyldige på trikk, buss, T-banen (østlige og vestlige baner), på NSBs lokaltog innenfor bygrensen, og på lokalbåtene ut til Bygdøy og Hovedøya. Kortet gjelder for et ubegrenset antall reiser innen tidsrammen og bygrensene.

Når man kjøper kortet for første gang, må man ha med et passfoto, og gå enten til billettluken ved Nationaltheatret stasjon, eller til Oslo Sporveiers kontor i Kirkeristen ved Domkirken, som ligger på Stortorvet eller fra Trafikanten (Oslo Sporveiers billett og informasjonstjeneste, tlf. 17 70 30) på Jernbanetorget som er åpent hverdager mellom kl. 7.00 og kl. 20.00 og lør- og helligdager mellom kl. 8.00 og 18.00. Kortet kan siden fornyes til å gjelde i enda en måned. For Sommerskolens studenter vil det være lettest å fornye det på Postkontoret på Blindern eller i en Narvesen-kiosk, f.eks. på Majorstua.

Passbilder kan man få tatt i Fotoavdelingen i Frederikke, 1. etasje. Det finnes dessuten en fotoautomat i vestibylen på Majorstua stasjon.

Hvordan kortet ser ut, kan du se på ISS oppslagstavle.

Flerreisekort

For NOK 135 ("Maxi-kort") kan du kjøpe et kort som gir deg adgang til 12 reiser med de samme transportmidlene som universalkortet. "Mini-kort" for 5 reiser koster NOK 60. Kortet stemples ombord med dato og klokkeslett for hver reise, og skal du bytte transportmiddel/reise videre innen 1 time fra påstemplet klokkeslett, kan du bruke samme kupong ("overgang"). Du trenger ikke passfoto på flerreisekortet. Maxi- og mini-kortene får du kjøpt på de samme stedene som månedskortet, og hos vognføreren på alle baner/ruter.

Enkeltbilletter

Hver enkeltbillett innen bygrensene koster NOK 13 og gjelder for 1 reise med overgang innen en time.

Prices in Norway - some examples.

NB! These prices came from the grocery shop on Blindern campus. Prices can differ greatly from store to store.

Transportation: card for 12 trips (Flerreisekort) NOK 135,-

Each clip is valid for 1 hour for all forms of
transportation within the city limits.

- monthly card NOK 440,-

Milk, 1 liter	NOK 7,55
A loaf of dark bread	NOK 14,70
Brown cheese, 1/2 kg (approx. 8 oz.)	NOK 31,50
Jarlsberg cheese, 1 kg	NOK 66,50
Butter, 1/2 kg	NOK 16,50
Margarine, 1/2 kg	NOK 8,00
Tomatoes, 1 kg	NOK 37,90
Apples, 1 kg	NOK 14,30
Oranges, 1 kg	NOK 10,80
Bananas, 1 kg	NOK 16,60
Coffee, 1/4 kg	NOK 12,60
Meat (varies according to quality)	NOK 80,- 150,-
Hamburger meat, 1 kg	NOK 99,80
(but often on sale)	
Cigarettes, pack of twenty	NOK 31,30
Tooth paste	NOK 14,95
Soap	NOK 8,-
Shampoo	NOK 25,-
Kleenex (roll)	NOK 18,30
package	NOK 5,40
Dinner out in a restaurant	NOK 100,- 300,-
Beer, 1/2 liter in a restaurant	NOK 36,-
Soft drinks, 1 liter	NOK 12,10
1/2 liter	NOK 7,10
0.35 liter	NOK 6,10
Chocolate bar	NOK 5,-
Chewing gum	NOK 4,-
Ice cream (various types)	NOK 8,-
Movie ticket	NOK 40,
Discos, cover charge	NOK 50,-

Priser i Norge – noen eksempler

NB! Disse prisene ble notert i kolonialbutikken på Blindern campus. PRISENE
KAN VARIERE NOKSÅ MYE FRA BUTIKK TIL BUTIKK.

Transport: kort for 12 turer (Flerreisekort) NOK 135,-

Hvert klipp er gyldig i en time for hvilken som helst
transport innenfor byens grenser.

- månedskort NOK 440,-

Melk, 1 liter	NOK 7,55
Et grovbrød	NOK 14,70
Gudbrandsdalsost, 1/2 kg (approx. 8 oz.)	NOK 31,50
Jarlsbergost, 1 kg	NOK 66,50
Smør, 1/2 kg	NOK 16,50
Margarin, 1/2 kg	NOK 8,00
Tomater, 1 kg	NOK 37,90
Epler, 1 kg	NOK 14,30
Appelsiner, 1 kg	NOK 10,80
Bananer, 1 kg	NOK 16,60
Kaffe, 1/4 kg	NOK 12,60
Kjøtt (varierer etter kvalitet)	NOK 80,- 150,-
Kjøttdeig, 1 kg	NOK 99,80
(ofte på tilbud)	
Sigaretter, 20-pakning	NOK 31,30
Tannpasta	NOK 14,95
Såpe	NOK 8,-
Shampoo	NOK 25,-
Kleenex (rull)	NOK 18,30
(pakke)	NOK 5,40
Middag på restaurant	NOK 100,- 300,-
Øl, 1/2 liter på restaurant	NOK 36,-
Mineralvann, 1 liter	NOK 12,10
1/2 liter	NOK 7,10
0.35 liter	NOK 6,10
Sjokolade	NOK 5,-
Tyggegummi	NOK 4,-
Is (diverse)	NOK 8,-
Cinema	NOK 40,-
Discos, cover charge	NOK 50,-

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INTERNATIONAL SUMMER SCHOOL

LIBRARY FACILITIES IN OSLO

Below you will find a short list of names and addresses of some of the special libraries in Oslo. The telephone numbers are also included, because it is often a good idea to call in advance to check the opening hours (which as for many other Norwegian institutions can be shortened in the summer).

The ISS library is a small one. It is combined with the HF-faculty Library. Although it contains most of the standard works in English on Norway, it is inadequate if you want to study any particular aspect of e.g. Norwegian society in detail. We therefore strongly urge that you make use of all the additional library facilities in Oslo.

ISS-library
Open from 0830 to 1645

2nd floor
Sophus Bugges hus
Blindern

Universitetsbiblioteket (University Library) is the combined university and Norwegian national library. All books, papers, and magazines printed in Norway are deposited in the University Library. In addition, they have the largest collection of academic works in English and other foreign languages. The "Universitetsbiblioteket" has smaller libraries at the department level (e.g. History, Mathematics) or for several departments combined (e.g. Social Sciences). These are located in the departments, i.e. mostly at Blindern.

Universitetsbiblioteket i Oslo
(University Library, Norwegian
National Library)
Open from 0800 to 1500
Reading room open from 0830 to 1900

Drammensveien 42
(Solli plass /
Lapsetorvet),
0255 Oslo 2
Tel. 55 36 30

Universitetsbiblioteket
Det juridiske fakultetsbibliotek
(University Library, Faculty of
Law branch)
Open from 1000 to 1445

2nd floor
Domus Academica
Karl Johansgt. 47
0162 Oslo 1
Tel. 42 90 10
ext. 836

Universitetsbiblioteket
Det historisk-filosofiske fakultets-
bibliotek (University Library, Faculty
of Arts branch)
Open from 1200 to 1500
Reading room Open from 0800 to 1645

2nd floor
Niels Henrik Abels
hus, Blindern
Tel. 45 67 34

see ISS-library
Tel. 45 69 96

Universitetsbiblioteket
Det samfunnsvitenskapelige fakultets-
bibliotek (University Library, Faculty
of Social Sciences branch)
Open from 1000 to 1430, closed until July 1.

4th floor
Eilert Sundts hus
Blindern
Tel. 45 53 04

The most important additional libraries are:

✓ Statistisk Sentralbyrå (Central Bureau of Statistics, or Census Bureau), which has a good subject file and is the best place for national and international statistical sources.

✓ Statistisk Sentralbyrås bibliotek
(The Central Bureau of Statistics
Library)
Open from 1000 to 1430

Skippergt. 15
0152 Oslo 1
Tel. 41 38 20

For international relations, Nobelinstituttets bibliotek (The Nobel Institute Library) and Utenriksdepartementets bibliotek (Library of the Foreign Ministry).

✓ Utenriksdepartementets
bibliotek (Ministry of Foreign
Affairs Library)
Open from 0800 to 1500

7. juni-plassen 1
0032 Oslo 1
Tel. 34 31 31

✓ Nobelinstituttets bibliotek
(The Nobel Institute Library)
Open from 0900 to 1500

Drammensveien 19,
0255 Oslo 2
Tel. 44 20 63

For Norwegian social problems, etc., Helsedirektoratets bibliotek (Library of the State Directorate of Health) or Sosialdepartementets bibliotek (Ministry of Health and Social Affairs Library) may be useful.

Sosialdepartementets bibliotek
(The Ministry of Health and Social
Affairs Library)
Open from 0800 to 1500 from July 18.
Before July 18 open from 1100 to 1500

Grubbegt. 10
0030 Oslo 1
Tel. 34 84 96

Helsedirektoratets bibliotek
(The Directorate of Public Health
Library)
Open from 0900 to 1430

Calmeyers gt. 1
0032 Oslo 1
Tel. 34 88 71

In addition, there is a large number of smaller and specialized libraries, which may be relevant to the particular topic you are studying. Fortunately, Universitetsbiblioteket maintains a central file ("samkatalogen") of all foreign books in Norwegian libraries.

✓ Deichmanske bibliotek
(Deichman Library,
Oslo's Public Library)
Open from 1000 to 1800, Saturdays 0900-1400

Henrik Ibsens gate 1
0181 Oslo 1
Tel. 20 43 35

Nasjonalgalleriets bibliotek
(The National Gallery Library)
Open from 1000 to 1130 and from 1230 to 1500

Universitetsgt. 13
0164 Oslo 1
Tel. 20 04 04

HS. || Individual library practices may vary, but most of you will probably not be able to check out books from the libraries. Books that belong to Universitetsbiblioteket can generally be checked out -- it can be ordered for you to read in the ISS library. If you don't have the time and/or desire to visit these libraries, or if there is another type of library/literature you are interested in, please contact the ISS librarians.

Good hunting!

1990

University of Oslo

INTERNATIONAL SUMMER SCHOOL

DORMITORY AND GENERAL INFORMATION

1. Common rooms are available at Blindern for general use. Quiet hours apply to these rooms from 23:00 Sunday through Thursday, and from 24:00 Friday and Saturday. Regular participants are welcome to all available facilities at Blindern Studentterhjem, regardless of residence.
2. Quiet hours for the three buildings are to be observed from 23:00 to 7:00 Sunday through Thursday, and from 24:00 to 7:00 Friday and Saturday. In the interest of all concerned, orderly conduct in general is expected from everybody.

IT IS NOT PERMITTED TO HOUSE FRIENDS OVERNIGHT!
INFRINGEMENT OF THE ABOVE WILL RESULT IN THE TAKING OF
MEASURES WHICH MAY, IN SERIOUS CASES, INCLUDE EXPULSION FROM
THE ISS.

3. Dormitory residents are expected to make their own beds and keep quarters tidy. Rooms will be cleaned by the maids. In case of complaints from the cleaning staff, or from others concerning observation of quiet hours, the houseparents and the night watchman may inspect your room. Please do not under any circumstances remove bedclothes from your room.
4. It is unfortunately not possible to take food out of the Dining Room. The contract between the Blindern Studentterhjem Administration and the International Summer School is based on the meals to be eaten there.
5. Please note the following IMPORTANT FACTS of Norwegian laws concerning:

Driving after Drinking

Anyone, Norwegian or foreigner, who drives a motor vehicle with over 0.05% alcohol in his/her blood is unconditionally liable to a minimum of THREE WEEKS in jail (and if Norwegian, the loss of driver's license for one year or more). Two mild beers or one cocktail can be enough to result in this 1/20 of 1% alcohol.

Narcotics

Norwegian law forbids the use, possession, or sale of narcotics, including marijuana. Infringements of this law leads to prosecution and prison sentence and for foreigners subsequent deportation.

Please note that the ISS would be powerless to help anyone involved in either of the above cases.

PUBLIC TRANSPORTATION

Public transportation in Norway is relatively expensive, however it is very reliable and very comprehensive. Nevertheless, it pays to buy either a half-year pass or a monthly one.

- a.) A monthly pass covering both the Sandvika region and the whole of Oslo costs NOK 530,- a month. In order to obtain a pass, you will need a passport size photo and cash. Photos can be obtained at most train stations.
- b.) Monthly passes for the Sandvika region is NOK 400,- meaning if you live in Sandvika, and travel to Oslo more than 6 times during a month, it is worthwhile to buy a card which covers Oslo as well.

Single ticket: 10 NKr (Sandvika), 13 NKr (Oslo).

Ticket coupon: 100 NKr / local coupon 80 NKr.

Monthly pass (Sandvika): 400 NKr

Monthly pass (Sandvika/Oslo): 530 NKr

Please note that all tickets allow free transit within an hour after the time indicated on the stamp, providing that the cost of transit is not in excess of the first trip.

ESTIMATED PRICING IN NORWAY

The following price list will give you an indication of how much items cost in Norway.

*note that prices may vary

Milk, 1 liter:	7,55	Dark bread:	14,70
Brown cheese, $\frac{1}{2}$ kg:	31,50		
Butter, 1/2 kg	16,50	Margarine 1/2	8,00
Tomatoes, 1 kg	37,90	Apples, 1 kg	14,30
ranges, 1 kg	10,80	Bananas, 1 kg	16,60
Coffee, 1/4 kg	12,60		
Meat,	80-150,-		
Hamburger meat, 1kg	99,80-	20 Cigarettes	31,30
Tooth paste	14,95-	Soap	8,00-
Dinner, restaurant	100-300,-		

Beer, 1/2 liter	36,-		
Soft drinks, bottle	6,10-	Chocolate bar	5,00-
Beer, bottle	14,50-		
Movie ticket	40,00		

Student loans/Grants/Visa

Student loans

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Visa

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Universitetsbibloteket i Oslo (University Library, Norwegian National Library),
Drammensveien 42 (Lapsetorvet/Sollie plass),
0255 Oslo 2
Tel: 55 36 30

Open from 08.00 to 19.00
Reading room open from 08.30 to 19.00

Transport: From Nasjonalteateret station, streetcar no. 2 or 9.

Universitetsbibloteket - faculty of Social Sciences Branch,
4th floor,
Eilert Sundts hus,
Blindern, University of Oslo
Tel: 45 53 04
Open from 10.00 to 14.30

Transport: From Nasjonalteateret station, subway number 12 (destination Sognsvann, station, Blindernveien).

Statistisk Sentralbyrå (Central Bureau of Statistics, or Cencus Bureau), has a good subject file and is the best place for national and international statistical sources.

Statistisk Sentralbyrås biblotek,
Skippergata 15,
0152 Oslo 1
Tel: 41 38 20
Open from 09.00 ti 14.30
Transport: Train/bus to Sentralbanestasjonen (Central Train Station).

For international relations:

Utenriksdepartementets biblotek (Ministry of Foreign Affairs Library),
7. juni-plassen 1,
0032 Oslo 1
Tel: 34 31 31
Transport: Central in Oslo (Nasjonal or Sentral - train stations).

Nobelinstituttets biblotek (The Nobel Institute Library),
Drammensveien 19,
0255 Oslo 2
Tel: 44 20 63
Transport: Streetcar no. 1 and 2.

Deichman is a statal chain of libraries placed all over Norway. The main branch adress is:

Deichmanske biblotek (Deichman Library)
Henrik Ibsensgate 1,
0181 Oslo 1,
Tel: 20 43 35
Transport: Train to Sentral train station.

Relevant departments and institutions:

Foreign Department/Utenriksdepartementet

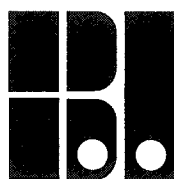
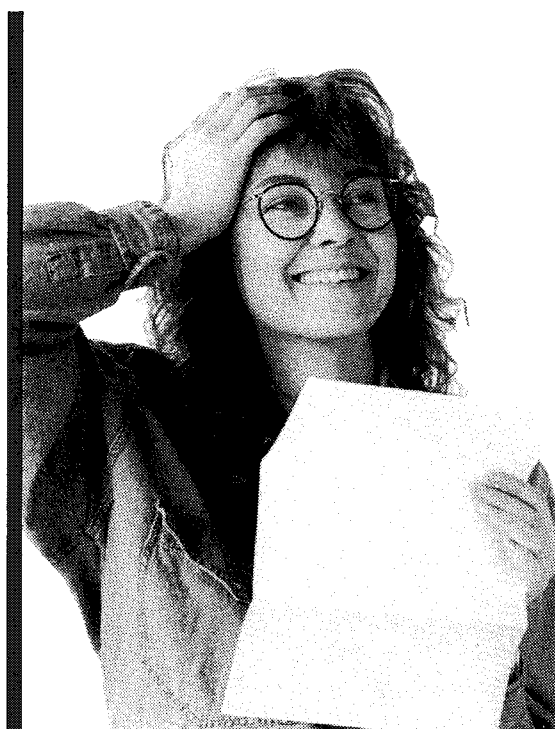
The Oil Directory/Oljedirektoratet

NUPI/Norwegian Institute for Foreign Policy

Velkommen som student til Handelshøyskolen BI i Sandvika

Praktisk informasjon
for høsten 1990

**Siviløkonomstudiet
Revisorstudiet**



Handelshøyskolen BI
Norwegian School of Management

Kjære fremtidige BI-student.

Det er mange ting å passe på og huske når man skal begynne på et studium eller på et nytt lærested. I denne lille brosjyren har vi samlet en del praktiske ting som det kan være nyttig for deg å vite noe om før du kommer til oss og i løpet av de første dagene her. Det er stort sett ting som vi får telefoniske henvendelser om. Hvis du bruker denne brosjyren, vil du derfor spare deg selv for én telefon og oss for mange!

Du er selvsagt hjertelig velkommen til å ta kontakt med oss hvis du har spørsmål som ikke er dekket her. Du når oss på tlf. (02) 47 05 00 (sentraltbord). Spør etter en av studieveilederne på Høyskolekontoret.

Vel møtt!

Vennlig hilsen alle på Høyskolekontoret.

Studiestart

Den ordinære undervisningen starter *mandag 20. august*. Timeplan blir utdelt under immatrikuleringen 17. august.

Studiekort og registreringsnummer

Den enkelte students registreringsnummer til bruk ved eksamener og andre henvendelser til BI fås ved registrering til studiet. Registreringsnummeret vil også stå på studiekortet. Dette kortet blir utstedt i midten av september. Nærmere orientering om dette blir gitt ved oppslag etter studiestart.

Lån og stipend fra Statens lånekasse for utdanning

Søknadsskjema for lån og stipend fra Statens lånekasse for utdanning følger vedlagt. Søknaden leveres på Sekretariatet. Her blir den bekreftet og sendt videre til Lånekassen.

Studieavgift

Studieavgiften for høsten 1990 er satt til kr. 7.850.- for siviløkonomstudiet og kr. 7.550.- for revisorstudiet. Medlemskontingenten i Bedriftsøkonomisk Studentsamfund (BS) er fastsatt til kr. 230.- pr. år. Samlet avgift for hele studietiden betales i 1. semester. Innbetaling av medlemskontingent skjer samtidig med betaling av semesteravgift. Bankgiro blir tilsendt i løpet av høsten.

Høyskolekontoret

Høyskolekontoret ligger i annen etasje i blokk 2. Her er studenter og andre interesserte velkommen til å drøfte studieopplegg, spørsmål og problemer av forskjellig art, yrkesmuligheter, videreutdanning m.m. Kontoret er åpent for henvendelser kl. 08.15 - 15.00 mandag - fredag.

Kontoret består av følgende personer:

Direktør **Olav Digernes**

Studiekonsulent **Trude Strøm Borlaug**

Studieveileder **Turid Weston**

Studieveileder **Ellen Bødal**

Sekretær **Grethe Årrestad**

Sekretariatet

Sekretariatet ligger i Glassgaten i blokk 2. Her utføres forskjellige tjenester for studentene, bl.a.:

- Mottakelse av søknader til Statens lånekaske, som bekreftes og sendes Lånekassen.
- Utdeling av lånene når de kommer.
- Utstedelse av bevitnelser o.l.
- Utstedelse av studiekort i midten av september.
- Bestilling av karakterutskrift.
- Utdeling og mottakelse av fagoppgaver.
- Registrering av adresseendringer.

Parkering

I Hamangfjellet disponerer BI parkeringsplasser til 289 biler. Det elektroniske kortet gir adgang til parkeringsplassene. Alle studenter får et slikt kort ved henvendelse til BS mot et depositum på kr. 100.-.

Hvor er hva?

For en nykommer kan det med det samme være vanskelig å orientere seg i nybygget i Sandvika. Alle kontorer er nummerert etter et spesielt system. Du kan følge skiltene som er oppsatt, men hvis du skjønner systemet, blir det hele enklere.

Romnummersystemet er bygget opp etter følgende prinsipp: etasje - blokk - romnummer. Det første tallet angir etasje, det andre blokk og de to siste romnummer. Dvs. at rom nr. 24-09 er rom nr. 9 i annen etasje, blokk fire.

Dette systemet er fulgt konsekvent. Kjeller-etasje er etasje nr. 0.

Alle kontordører og dører til undervisningsrom er merket med romnummer, navn, tittel og evt. funksjon.

Innlevering av originalvitnemål

På grunn av enkelte tilfelle av forfalskning av vitnemål ber vi alle nye studenter på siviløkonom- og revisorstudiene om å sende inn originalen av vitnemålet fra videregående skole. Denne må sendes oss i rekommandert sending innen 1. september 1990. Originalen vil bli returnert så snart den er kontrollert.

Bekreftelse på tilbud om studieplass

Alle som mottar denne informasjonen, har også fått tilbud om studieplass enten på siviløkonomstudiet eller på revisorstudiet. Som du sikkert vet, er det vanskelig å få plass ved BI. Mange vil inn, og konkurransen er stor. Vi har derfor lange ventelister. Av hensyn til dem som står på venteliste, er det meget viktig at du snarest mulig bekrefter at du ønsker å motta tilbudet om studieplass, eventuelt at du frasier deg plassen. Tenk på den personen som også venter på en avgjørelse fra deg!

Adkomst til BI

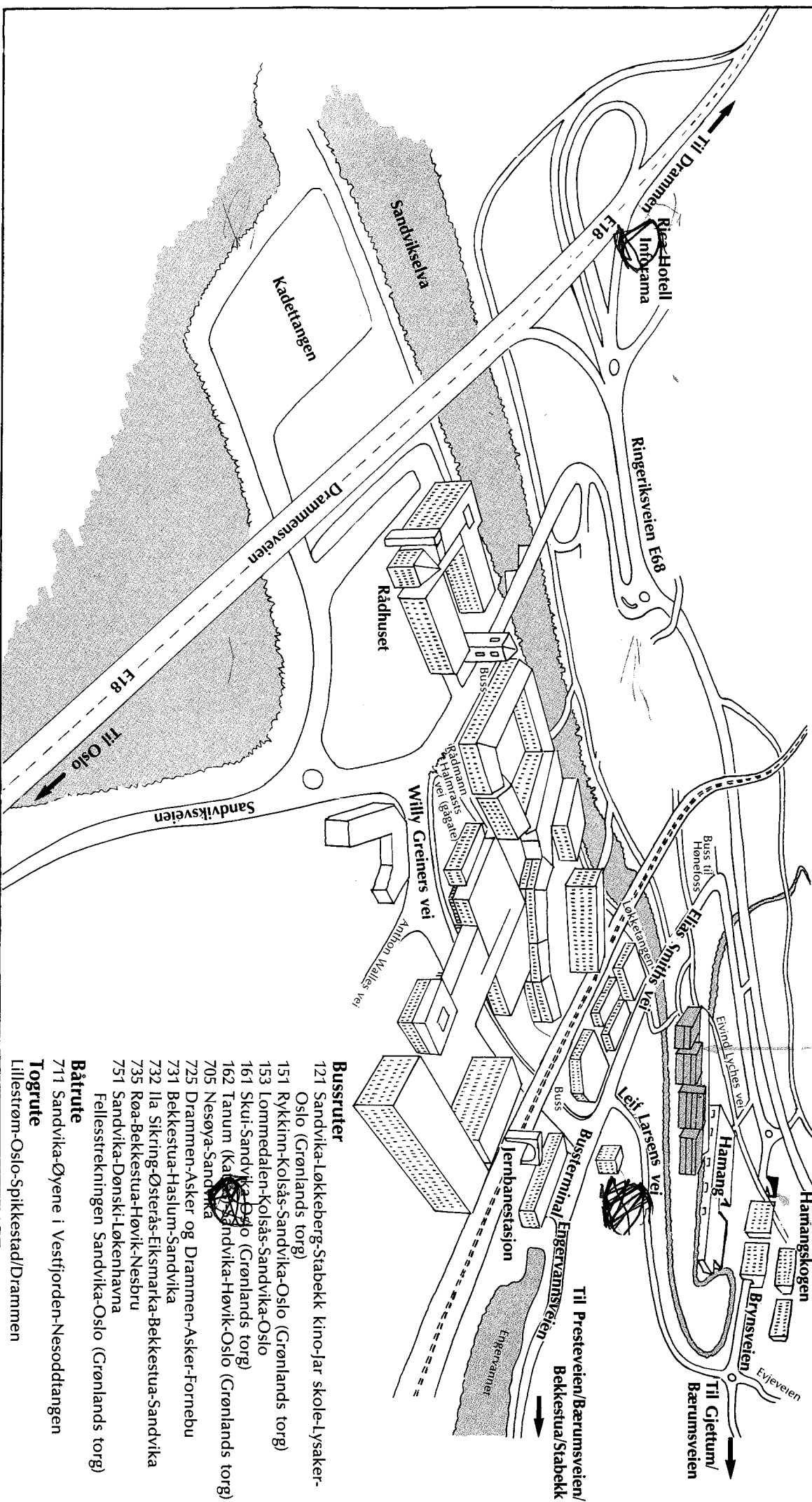
Se kart på baksiden.

Studiehåndboken 1990/91, som inneholder viktig praktisk informasjon, detaljerte studieoversikter og kursbeskrivelser, fås kjøpt i bokhandelen ved studiestart. Pris kr. 50.-.

Kart over Sandvika

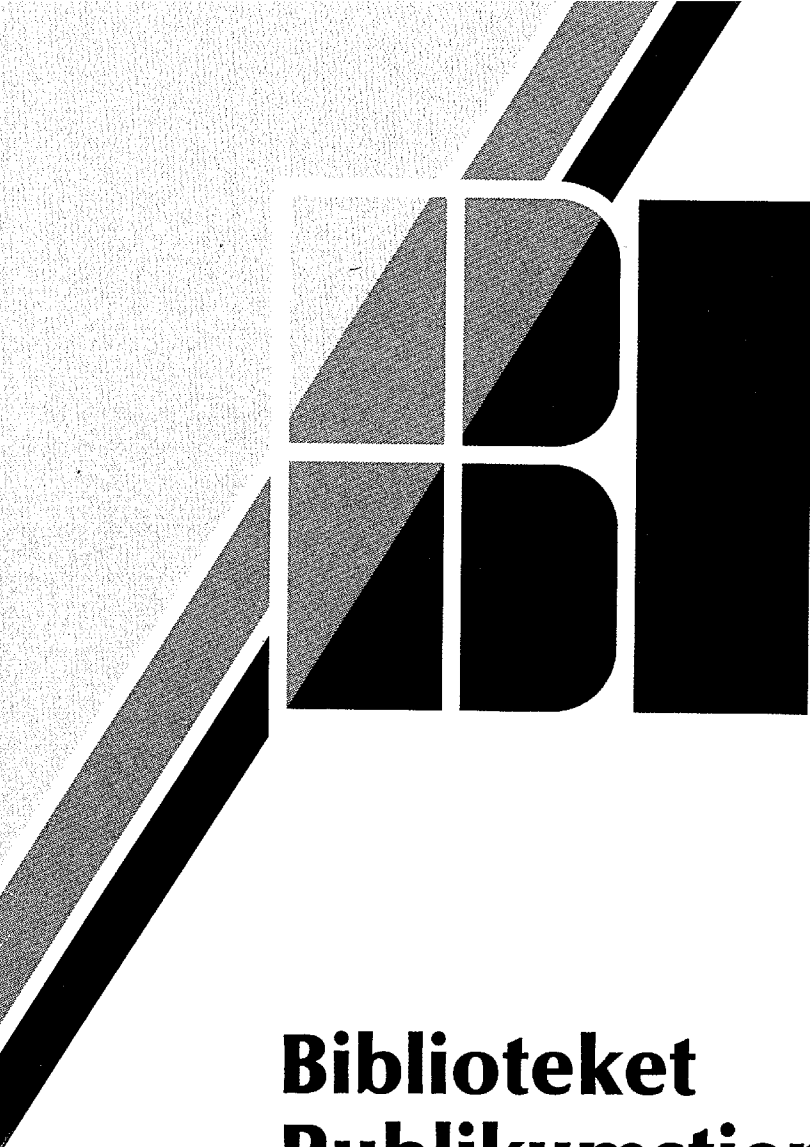


Til Hønefoss/
Bærumveien
Kolsås/
Lommedalen
Parkeringsplass
for busstudent



Busruter

- 121 Sandvika-Løkkeberg-Stubakk kino-lar skole-lysaker-Oslo (Grønlands torg)
 - 151 Rykkinn-Kolsås-Sandvika-Oslo (Grønlands torg)
 - 153 Lommedalen-Kolsås-Sandvika-Oslo
 - 161 Skui-Sandvika-Oslo (Grønlands torg)
 - 162 Tanum (Kadettangen)-Sandvika-Høvik-Oslo (Grønlands torg)
 - 705 Nesøya-Sandvika
 - 725 Drammen-Asker og Drammen-Asker-Fornebu
 - 731 Bekkestua-Haslum-Sandvika
 - 732 Ila Slikring-Østerås-Elksmarka-Bekkestua-Sandvika
 - 735 Røa-Bekkestua-Høvik-Nesbru
 - 751 Sandvika-Dønski-Løkenhavna
- Fellesstrekningen Sandvika-Oslo (Grønlands torg)
- Båtrute**
- 711 Sandvika-Øyene i Vestfjorden-Nesoddtangen
- Togrute**
- Lillestrøm-Oslo-Spikkestad/Drammen



Biblioteket Publikumstjenester

Åpningstider

Mandag - fredag

kl. 09.00 - 19.00

Lørdag

kl. 10.00 - 14.00

Sommertid (ca. 15.6. - 15.8)

Mandag - fredag

kl. 09.00 - 15.00

Lørdag

stengt

Telefon skranke (02) 47 07 77

Bibliotekets samlinger

Biblioteket er under oppbygging til et moderne høyskolebibliotek hovedsakelig innen økonomisk-administrativ litteratur. Dagens samling består av:

- 35.000 bøker
- 560 tidsskriftabonnementer, 32 internasjonale og nasjonale aviser.
Serier og rapporter fra andre økonomiske høyskoler og institusjoner
- Referansesamling med bibliografier, håndbøker, ordbøker og andre oppslagsverk
- Diplomoppgaver fra BI
Utredninger fra NHH
- Offentlige publikasjoner
Norges offisielle statistikk og utenlandsk statistikk
Årsberetninger
Språkkassetter

Biblioteket har ikke fagoppgaver eller løsningsforslag til eksamensoppgaver.

Utlån

Utlån er gratis, men vi ber om at du viser legitimasjon (studiekort). Fra Bibliotekets egen samling kan du låne bøker, diplomoppgaver, rapporter og statistikk. Tidsskrifter og oppslagsverk kan vi dessverre ikke låne ut. Dem må du lese i Biblioteket eller selv ta kopi på Bibliotekets kopimaskin. Biblioteket kan formidle lån og bestille kopier fra samlinger i andre biblioteker.

Dokumentasjonstjenester

Trenger du opplysninger om et spesielt emne?

Vi kan hjelpe deg med å finne litteratur på avgrensede områder fra Bibliotekets egen samling.

EDB-basert emnesøk

Biblioteket har tilgang til et hundretalls nasjonale og internasjonale databaser som henviser til aktuell faglitteratur eller til fakta om bedrifter og produkter. Søking i databaser foregår oftest ved ulike kombinasjoner av emneord og forutsetter god kommunikasjon mellom låner og bibliotekar.

Reuters nyhetsdatabase er tilgjengelig gratis til bruk av studentene selv i Bibliotekets lokaler.

I øvrige databaser utfører bibliotekarene søk for lånerne.

Kontakt oss for nærmere opplysninger om hva vi kan gjøre for deg.

Bibliotekets lokaler

Biblioteket ligger i 1. etasje ved hovedinngangen og holder til i store, lyse lokaler på 850 kvm.

