



Faculty of Economics and Business Administration

*You are welcome to the Faculty of Economics and Business Administration
We are here to help you throughout your studies to make your exchange experience
unforgettable.*

Contacts:

Vilnius University Faculty of Economics and Business Administration
Saulėtekis av. 9, II building, Vilnius

Faculty Coordinator (incoming students):

- Ms. Aistė Simanavičienė (FEBA, Room 414), erasmus@evaf.vu.lt

Vice-dean for Studies:

- Assoc. Prof. Dr. Roma Adomaitienė

We highly recommend to attend the first class of the course as during it professors provide general information about the course, assessment rules, sometimes they change classrooms and lecture times, so all these details are confirmed during the first class.

Frequently Asked Questions

Where can I find the timetable?

Timetables for Bachelor and Master courses can be found here:

<https://www.vu.lt/en/studies/exchange-students/timetable>

Courses for exchange students are clearly separated on the section “ERASMUS STUDIES”
ERASMUS_BACHELORS – Bachelor’s level courses and **ERASMUS_MASTERS** – Master’s level courses.

Where will the class take place?

All this information is provided on the timetables: <https://www.vu.lt/en/studies/exchange-students/timetable>

If you fail to find the place of the course, please try to seek for the help of other classmates/mentors/friends. If you still cannot find the room where the lecture is planned, please come to the faculty coordinator. In order to fasten the processes, please make it sure you have the title of the course and the name of the professor with you.

Some of the courses will be held remotely, as this is clearly indicated on the timetable too. If

the teaching is remote, please connect to the course on Virtual Learning Environment because lecturers provide information on how to connect to the course MsTeams group there.

How to register to courses?

Final course choices are made on VU IS system.

Please keep it in mind that at FEBA all Master courses are intensive and they are organized in modules. Usually, one course lasts for 2 – 3 weeks and finishes with exam. If the course is delivered by a visiting professor, the classes may take place every day a week (Monday-Friday), sometimes on Saturdays too. The classes are organized in the evenings, so please have it in mind when you prepare your study plan.

VERY VERY Important: Only Master students can attend Master level courses. However, if there is such a need and your home University approves of, Master students are allowed to choose Bachelor level courses (BUT not vice versa).

Do you want to change the course in your learning agreement?

Please contact Rita Vienazindiene rita.vienazindiene@cr.vu.lt or Paulina Dainiūtė paulina.dainiute@cr.vu.lt at the International Relations Office (VU Central Building, Universiteto str. 3, Room 242). Faculty coordinator will not sign your Learning Agreement and its changes.

Can I have all my exams before the official exam session?

Exam session is strictly regulated at the Faculty of Economics and Business Administration and early exam session is allowed **only** when a student has a grounded reason that can be supported by documentation (illness, study process regulations at home University, etc.);

PLEASE NOTE, the lecturer cannot take the decision to allow you to participate in the early exam session: a separate request form has to be submitted to the Studies Department (Room 414) with the supporting documentation **by November 15th (for Autumn semester) and by April 15th (for Spring semester)**.

What to do if I failed an exam?

First of all, do not get too disappointed, it just sometimes happens. Retake session is planned during the first two weeks of the upcoming semester. Retake session for Autumn semester courses will be organised in the beginning of February, whereas for Spring semester – in the beginning of September and exact retake exam dates will be announced on the timetable.