



Submitting and viewing applications

Students usually submit applications to their academic unit in ÕIS and this is the preferred method. Therefore it is recommended to submit applications in ÕIS whenever possible. The selection of application forms available in ÕIS depends on whether the student is matriculated to TU or not.

1. Go to menu: DOCUMENTS > Applications
2. Three sections are displayed:
 - a. Search bar on top for filtering submitted applications by their type / status
 - b. List of applications already submitted or in process (If no applications match that criteria then message "Kirjeid ei leitud" is being displayed)
 - c. List of application forms available on this workplace.

GENERAL INFO

MY STUDY INFORMATION

DOCUMENTS

Invoices and contracts

Applications

Application form for Open Academy

[LINKEDIN](#)

[YOUTUBE](#)

My applications:

Type of application
+ -
search

no.	Type of application ▲▼	Submission date ▲▼	Status ▲▼	Decided ▲▼	
1.	RPL - TU course		Registered		Edit
2.	defence of graduation thesis	24.11.2016	being processed		View
3.	RPL - TU course	18.10.2016	Registered	18.10.2016	View

Submit new:

Academic leave	Apply
Change of study form	Apply
Change of study programme	Apply
Dismissal of own accord	Apply
Other type of application	Apply
Transfer as a visiting student	Apply

3. To submit an application click on "Apply".
4. Fill the form and click on "Save" to submit the form.